

**Talcott Free Library Board Meeting**

**March 1, 2021**

**7:00pm**

**Mission Statement:** The Talcott Free Library District is a strong community partner that provides a friendly, safe space for generations young and old to strengthen their knowledge and enrich their lives.

**Present:** Baines, Burke, Floto, D. Garlow, T. Garlow, Gove Kovanda, Ragaller

**Absent:** N/a

**Visitors:** N/A

President Kovanda called the meeting to order at 7:02 pm

**Public Comment:** N/A

**Secretary's Report:** T. Garlow moved to approve the February 2021 meeting minutes. Ragaller seconded. Approved unanimously.

**Treasurer's Report:** Kovanda moved to accept the Treasurer's Report, Ragaller seconded. Approved unanimously.

D. Garlow moved to approve the transfer of funds from the building debt to checking for the building project invoices in amount of \$115,929.21. Baines seconded. Approved unanimously

**Librarians Report:** T. Garlow moved to approve the Librarians Report and pay the bills. Floto seconded. Approved unanimously.

Baines moved to approve the 7<sup>th</sup> payment request from Larson & Larson in the amount of \$115,929.21 Ragaller seconded. Approved unanimously.

**Buildings and Ground Report:**

Gove provided an update on the ongoing construction project. Various items discussed such as furniture, roof lighting, the server room and new restrooms, fire alarm strobes and weight bearing walls that need to be moved.

Reviewed Change Request regarding the HVAC duct work being in the way of the sprinkling system. Decided to go with option 1 of adjusting the shape of the duct.

Reviewed Change Request regarding exterior signage.

**Old Business:**

Discussed and agreed to allow copies and faxes to be made again.

**New Business:**

Reviewed an audit proposal from Brian Zabel & Associates. Burke moved to approve Brian Zabel and Associates to do the yearly audit for Talcott Free Library. Ragaller seconded. Approved unanimously.

T. Garlow moved to adjourn at 7:55pm. Baines seconded. Approved unanimously

Respectfully,  
Emily Burke – Secretary