

Talcott Free Library Board Meeting
Monday, April 17, 2023

Members Present: A. Floto, L. Floto, D. Garlow, T. Garlow, Geddeis, Kovanda, Ragaller, Director Gove.
Absent: None.

President Kovanda called the meeting to order at 7:00 p.m.

Public Comment: None.

Secretary's Report: T. Garlow moved, and Ragaller seconded, to approve the March report as presented.
Approved unanimously.

Treasurer's Report: D. Garlow moved, and Kovanda seconded, to approve this report. Approved unanimously.

Librarian's Report: Ragaller moved, and Geddeis seconded to approve this report and the payment of current bills. Approved unanimously. Director's updates: 1) The new employee, Jennifer Lawyer, is being trained for her duties. 2) Director has updated the library's website. 3) National Library Week, April 23 -29, will be observed with giveaways and prize drawings for patrons. 4) Director has recruited two community members, Cheryl Butler and Nina Herzer, to serve on the Decennial Committee, as required by state law. This committee will meet at 6:45 p.m. prior to the May 15 regular board meeting. A separate agenda and separate report will be created for each meeting.

Building and Grounds Report: The wall mounted heater in the riser room has been installed and tested. It is set to kick in at 50 degrees to prevent any recurrence of the frozen pipe/flooding problem. Erosion is occurring at the southeast corner roof drain. The landscaper will inspect the area and recommend steps for remediation.

Unfinished Business: The proposed change to the policy on amendments will eliminate the current one-month waiting period before taking action. This language will be voted on at the next meeting. Board members still have the option to table any changes if more time is needed for study. The lease contract for the 113 E. Main property has not yet been signed and returned. Tenant will be reminded of the due date by email.

New Business: Discussion of the annual performance review for the Director included consideration of staff evaluations, which were uniformly positive. Employees indicated that the Director exceeds expectations in eight performance categories. The board also concurred, and expressed appreciation for the Director's dedication to the efficient operation of the library. Her accomplishments have been outstanding throughout the construction project and the continued daily execution of normal as well as extraordinary duties of the Director. She participates in many continuing education events presented by multiple agencies. The board and the Director agree that work is needed to develop a strategic long-range plan that includes goals for the library's future operation. There is a need to upgrade salaries for the Director and the 3 full-time and 9 part-time staff, pending a review of the budget.

T. Garlow moved, and A. Floto seconded, to adjourn the meeting. Unanimous approval. Adjournment at 7:55 p.m.

Submitted by L. Floto, Secretary