

Talcott Free Library Board Meeting  
Monday, May 15, 2023

Members Present: A. Floto, L. Floto, D. Garlow, T. Garlow, Geddeis, Kovanda, Director Gove.  
Absent: Ragaller.

President Kovanda called the meeting to order at 7:03 p.m.

Public Comment: None.

Election of Officers: Kovanda moved, and A. Floto seconded, to approve the following slate of officers: President, Gary Kovanda; Vice-President, Robert Geddeis; Secretary, Loren Floto; Treasurer, Terrie Garlow. Motion approved unanimously.

Vacant Seat: Kovanda moved, and Geddeis seconded, to declare a vacant seat to be filled by appointment at a later date. Approved unanimously.

Secretary's Report: A. Floto moved, and Kovanda seconded, to approve the minutes of the April 17 regular meeting and the April 22 special meeting as presented. Approved unanimously.

Treasurer's Report: D. Garlow moved, and Geddeis seconded, to approve this report. Motion passed unanimously.

Librarian's Report: D. Garlow moved, and A. Floto seconded, to approve this report and the payment of current bills. Unanimous approval. The Staff Spotlight this month is on Jen Maine, our head of cataloging and co-interim director when the director is away. Director's Updates: 1) Jen is now a notary, providing free notary service for patrons. 2) The summer reading program, "Find Your Voice," is for all ages. 3) \$160,000 is left unallocated due to property tax collection during the pandemic. 4) All computers are replaced on a 5-year rotation. Since the sale of old computers in the past was unprofitable and consumed excessive staff time, this year the machines will be donated to a Rock Energy program. 5) The Microsoft licensing fee will increase to \$7,000. Software will be updated. 6) For any patrons that question the suitability of books on the library's shelves, our bylaws on materials selection follow ALA policy. 7) The subscription to USA Today will most likely be cancelled due to lack of usage.

Building and Grounds Report: 1) A landscape contractor has been hired to correct the erosion problem at the southeast corner roof drain. 2) T. Garlow and Geddeis presented the lease agreement for the 113 East Main property to Brent Murray of the Dairyhäus, who accepted the terms with some understanding of the research and reasoning that led to the increase in rent. In future communications, the library and the tenant both want better communications in the form of an email paper trail. Murray thanked the board for hiring a building inspector to reveal numerous safety issues, and he arranged to do concrete repair near the front entrance, and also moved to replace the faulty HVAC unit. 3) Matthew Rogers of Pillar and Post inspected the 113 E. Main property, submitting an extensive report, including photos that identified many problems with the walkways, roof, walls, electrical and HVAC systems, and plumbing. Director Gove will create a list of deficiencies and consult with Larson and Larson to determine priorities and responsibilities for remediation. The need for a property manager was discussed.

Unfinished Business: L. Floto moved, and Geddeis seconded, to approve an amendment to the bylaws as discussed at the April meeting. Motion approved unanimously.

New Business: The FY 2024 budget and expected revenue were discussed. A 5% pay raise is proposed for all staff members.

T. Garlow moved, and A. Floto seconded, to adjourn the meeting. Unanimous approval.  
Adjournment at 8:35 p.m. Submitted by L. Floto, Secretary