

Talcott Free Library Board Meeting
February 1, 2016
7 PM

Mission Statement: The Talcott Free Library District provides current materials in a variety of formats, preserves local history, supports educational endeavors, and supplies community information.

Present: Bailor, Butler, Eggers, Kovanda, Mohring, Stevens, Zimmerman, Gove

The meeting was called to order by President Kovanda.

Public Comment:

None

Secretary's Report:

Zimmerman moved to approve both the monthly meeting and special purpose meeting minutes seconded by Butler. The motion was approved unanimously.

Treasurer's Report:

Stevens reported that the levy confirmation for the year was signed and sent back to the county clerk. We should receive a notice letting us know how much tax money we will be receiving.

The money received from Dale Seiberling has been used to purchase \$500 of children's books. The additional \$1000 has been placed in Illinois Working Interest account until November 2016 when it can be added to the CD.

Discussion ensued regarding current policy about treasurers ability to sign checks prior to actual board approval. Gove commented that oversight is done by she and Stevens. Question about unseen expenditures - how should that be handled. Stevens suggested that the policy be reviewed and revised as board sees fit when policies are reviewed during March 2016 meeting.

We are above the curve at this point in our spending. Money will have to be borrowed from working cash interest to cover expenses as our fiscal year winds down but that is not unusual.

Mohring moved to accept the treasurer's report seconded by Butler. The motion was approved unanimously.

Librarian's Report:

Gove reported that she is eliminating duplicate reports. Board is now being given information that explains her librarian's report more in depth. Summary of reconciliation report will be printed and passed out only if there are discrepancies.

Library has received a trickle of property tax and some more of the property replacement tax this month. There were no major expenditures this month. Butler entered a motion to approve the librarian's report and pay the bills, seconded by Zimmerman. The motion was approved unanimously.

The Village Joint Review Board meeting packet was received and is 2/2/16 at 3:00 p.m. Board agreed to have Gove attend the meeting. Another zoning board notification received to change a residential property to a business. However, it will not affect the library in any way as far as taxes paid to the county.

Estimates for next year's technology costs received from Peter Caton from Gemini Computer services: 24 ports and switches on the server - \$4000, Cisco firepower services - \$4600+, fat pipe - \$22,000 for three year service agreement (but only paying one), six other quotes for next year that might be able to be delayed. Total for next year possibly \$22,000+. Gove will e-mail Caton to ask him to discuss technology costs and possibly come to board meeting to explain. Discussion ensued regarding budget for next year to include technology costs.

Laura Hielkema has been hired part-time.

Building and Grounds report:

A roof leak occurred over the children's circulation desk in January just after the board meeting. The cost was \$500 for HC Anderson to repair.

Old Business:

Board discussed proposal by David Allen for capital campaign feasibility study. Mohring moved to have Allen complete the Internal Study portion of the feasibility study seconded by Butler. The motion was approved unanimously.

New Business:

None

Zimmerman moved to adjourn, seconded by Bailor at 8:10 PM. The next regular meeting of the library board will be March 7, 2016 at 7:00 PM.