

Talcott Free Library Board Meeting
Monday, October 21, 2024

Members Present: L. Floto, D. Garlow, T. Garlow, R. Geddeis, G. Kovanda, A. Ragaller, Director M. Gove. Absent: A. Floto.
Members of the Public: 8.

President Kovanda called the meeting to order at 7:00 p.m.
All rose and pledged allegiance to the flag.

The Budget Hearing was called to order at 7:01 p.m. Per customary practice, there was a short delay to accommodate any late-arriving persons who might wish to comment. There were no late arrivals and no comment. The hearing was closed at 7:04 p.m.

Public Comment: 1.

Secretary's Report: D. Garlow moved, and T. Garlow seconded, to approve this report as presented. Motion passed unanimously.

Treasurer's Report: Ragaller moved, and Kovanda seconded, to approve this report. Unanimous approval. Geddeis moved, and Ragaller seconded, to approve Ordinance 2024-02, Annual Budget and Appropriations. Motion passed unanimously.
The ordinance was duly signed by President Kovanda and Secretary L. Floto.

Librarian's Report: L. Floto moved, and D. Garlow seconded, to approve this report and the payment of current bills. Approval was unanimous. Director's Update: 1) Worked with contractor to fix several issues with the new phone system. 2) Worked with South Beloit Public Library to present our materials at a school event. 3) Worked desk shifts and updated the website while a staff member was on leave. 4) Filed a petition to run for the Public Library Association board. 5) Had the annual fire system inspection. 6) Resolved an issue with the tuckpointing contractor. 7) Held staff in-service training October 14 including CPR training. 8) Held an online meeting with Fast Forward Libraries about the strategic planning process. 9) Established a free Amazon Business account, saving us \$179/year. 10) Filed quarterly taxes. 11) Enabled our teen librarian to attend a "Teen Talk" training. 12) Answered a FOIA request. 13) Downloaded and completed approximately 120 documents needed by auditors. 14) Filed the Decennial Committee Report with Winnebago County. 15) Attended 9 online classes/webinars. 16) Attended 4 in-person conferences/meetings.

Buildings and Grounds Report: HVAC system in server room had a coil iced up and was overheated. Problem resolved.

Unfinished Business: No policies to modify at this time.

New Business: Strategic plan consultant Fast Forward Libraries final quote for services was \$11,500, including supplies and travel. Geddeis asked if we would be able to meet the expense if more board and staff retreat time were needed. Answer: There is more money available in contingency funds under the heading of continuing education. T. Garlow moved, and Ragaller seconded, to approve spending for the strategic planning process. Motion approved unanimously.

L. Floto moved, and Geddeis seconded, to adjourn the meeting. Approval was unanimous. Adjournment at 7:35 p.m.

Submitted by L. Floto, Secretary