

Ridgefield Library Board Meeting
April 29, 2013

Present: Nancy Brandon; Peter Coffin (Chair); Marc Colamaria; Rob Ellis; Liz Kelly; Philip Lodewick; Robert McKean; Mary Mann Smith; Lorraine Mellon; Dean Miller; Bob Whitton

Others present: Chris Nolan, Library Director; Robert Cavello, Owner's Rep - Westview Group; Mary Rindfleisch, Assistant Library Director; Leslie Vuilleumier, Executive Assistant

Excused: Matt Byrnes; Shane Casey

Call to Order

Chairman Peter Coffin called the Board meeting to order on April 29, 2013 at 7:30 pm in the Library Program Room.

Approval of Minutes

Bob Whitton moved the minutes of the March 25, 2013 Board meeting be approved with corrections. Dean Miller seconded the motion. The motion was voted on and carried.

Chairman's Announcements

Chairman Peter Coffin reminded the Board members to make their Appeal donation soon, if they have not done so already. It is important for the 100% of Board members to donate to the Annual Appeal.

Friends of the Ridgefield Library

The Friends book sale will be at Yanity Gym starting on Friday through Monday, May 3 - 6.

The Celebrate Spring Poetry Fund raising event held on Sunday, April 21 was a huge success. It was held in honor of Ann Jepson and sponsored by the Friends. Ann is stepping down as President of the Friends and the new officers will be starting July 1st.

Building Update

Robert Cavello, Owner's Rep, reported that a lot of concrete has been poured at the site. Waterproofing, inspections, further testing is in progress while waiting for the steel to arrive around June 10th. The work on the staircase towers has started. A radon system will be installed. The interior design finishes have been determined. Meetings with the signage designers will be taking place soon. Furniture selection and bidding should be completed by June. Two important items being worked on currently are clarification of the HVAC specifications and additional structural work needed in the Morris building. A new Dimeo Project Superintendent has been assigned to our project.

Strategic Planning

Bob Whitton passed out a copy of the Vision, Mission, Values and Objectives to the Board members. Cloris Pearson had presented this work to the Board at the meeting in March. There was also an informal informational session provided for Board members to get a greater understanding of this work and its importance. It was moved by Bob to adopt the Ridgefield Library Strategic Plan 2013-2016 Vision, Mission, Values and Objectives articulated by the Board of the Ridgefield Library, as effective and reliable guidance for detailed activities and initiatives taken by the Board over the next three or more years. Nancy Brandon seconded it. A vote was taken and the motion passed. Board members will have an active part in these goals by participating in future workgroups. These workgroups will be made up of Board members, staff, community members and representatives from the Friends.

Development

The Development Dashboard and the Development budget handouts were discussed. A follow-up to the Annual Appeal to Guardian Society and previous donors is underway.

The last event of the “Celebrate Spring” series will take place on May 4th, 6 – 8 PM. Liz Montanari will be hosting “Darwin’s Dozen” – a series of twelve books being recommended by Darwin Ellis, co-owner of Books on the Common.

Invitations for the Donor Social being held on May 17 have been mailed. Board members are asked to be greeters and bartenders for the evening along with contacting attendees that evening.

Members of the Development Committee are helping to make Thank You calls to donors. Board members are invited to help with the calls.

Hard Hat Tours of the construction site will begin. People on the Wall of donors and Guardian Society members will be invited to sign up for these tours.

The application for the Director of Development position will close on May 15th. A number of candidates have applied. The first round of interviews will be held May 7th. The interview committee wants to bring a name to the June Board meeting.

Nominating

The Nominating Committee has interviewed 7 candidates for open Board positions. There will be 3-4 people chosen.

Finance Committee

Dean Miller reported that the town meeting held recently asked the Library to cut their budget by \$15K (that was down from \$60K).

There was no update on the old Pension plan.

Campaign Update

The Campaign donations over the last month came to \$50K. Bob Whitton suggested we promote the grant money obtained so far as reaching \$1 Million. It was mentioned that half of what the Friends raise in their book sales goes toward the Capital Campaign.

At this point in the evening, Christine Lodewick, was asked to join the Board Meeting.

Naming recognition for Board approval was made. Dean Miller moved to name the Henry J. and Erna D. Leir Children’s and Family Room (larger of the two program rooms in Children’s Services). Bob Whitton second the motion. A vote was taken and passed. Rob Ellis moved to name the Philip H. and Christine Lodewick Children’s Library (Children’s Library as a whole) with wording to be determined. Nancy Brandon seconded the motion. The vote was taken and passed.

The meeting was adjourned at 9:00 pm.

Recorded and respectfully submitted,
Leslie Vuilleumier
Executive Assistant