

Ridgefield Library Board Meeting
August 16, 2010

Present: Carroll Brewster (Chair); Barbara Dobbin; Lori Dowling; Karin Fallon; Liz Kelly; Philip Lodewick; Brian Oren; Bob Payne; Cloris Pearson; Bill Wyman

Others present: Judi Margolin; Director Christina Nolan (ex-officio); Mary Rindfleisch; Leslie Vuilleumier; Ann Jepson, President of Friends of the Ridgefield Library

Excused: Thomas Hoban

Call to Order

Chairman Carroll Brewster called the Board meeting to order on August 16, 2010 at 7:40 pm in the Dayton Program Room of the Ridgefield Library.

Approval of Minutes

The minutes of the July 19, 2010 meeting were approved.

Chairman's Announcements

Carroll Brewster welcomed Director of Annual Giving, Judi Margolin to the Ridgefield Library Staff. All present introduced themselves to Judi.

Congratulations to Bill Wyman, Rotary Citizen of the Year, for also being honored by the Ridgefield VNA this year.

The Committee Assignment list was circulated. Anyone wanting to change committees at the end of the year should contact Carroll Brewster. Please add Geri Diorio, Dorothy Pawlowski, Melissa Brady & Bob Leavitt to the Building Improvement Committee list.

Consent Agenda

A motion to approve the Consent Agenda, including Activity Report, Executive Committee, Building Improvement Committee and Development Committee reports was made and approved.

Friends of the Library

Friends of the Library President, Ann Jepson announced the Friends are getting ready for their retreat on August 30 at the Leir Center. The Friends are also working on the publicity for their fundraiser at the Playhouse, The Belle of Amherst on September 26

Nominating Committee

Four people were interviewed out of six being considered for the open positions on the Board. The committee was very enthusiastic about each of the four nominees: Rob Ellis, Marc Colamaria, Bobby Mathoda and Nancy Brandon. A motion was approved to recommend these four nominees to First Selectman, Rudy Marconi as possible Board Members. A suggestion was made to fill the one remaining opening on the Board with a Marketing/Communications person.

Finance Committee

The Finance Committee revised the Budget for the year with minor changes to the expenses. There is no change to the amount the Library is requesting from the town. A motion was made and approved to adopt this revised budget.

New Retirement Plan Expense – For Fiscal Year 2009-2010 the library will be making a 10% contribution with a matching contribution up to 2%. This will total approximately \$104,000. The next FY potentially would require \$120,000 for the participating employees. The match of 2% for the next few months will be in effect until the board comes to a decision. It was suggested that the matching percentage be consistent for several years to avoid the need to revisit this each year.

Options to invest the Capital Campaign money safely will be presented at a later date.

May and June's Investment report was passed out to Board members. July's report will be available sometime later this month. Overall the market has not been too kind.

Campaign Update

Meetings were held with the Steering and Operations Committees to rank and rate possible donors. Members on these committees have agreed to take ownership of target donors. No further report was available due to people taking summer vacations. By mid-September, there will be more information. Philip Lodewick, Campaign Chair urged the board for 100% participation and to think about a commitment over the next month.

Development Committee

Annual Appeal – Mary Rindfleisch, Judi Margolin, Rebecca Bryan and Karin Fallon will meet next on August 17, 2010. Annual Appeal Kick-off Event is a private reception and concert at the Buckwalter's home with David Gale as guest violinist on Friday, Oct1, 6:30 – 8:30 PM for the Guardian Society members and other large donors. Currently, there are 69 members with a goal of 100. On Sunday, October 3, David Gale will give another concert for the public as a fundraiser at the South Salem Presbyterian Church. The Annual Appeal letter is scheduled to go out early October.

Piccolo Fundraiser – This was scheduled at the end of the Summer Reading Program (SRP). The owner, Matt Crisculo would like to do this next year again. All promotion materials next year for the SRP will include Piccolo's as a fundraising event.

Parents Appeal – Mailing The Parents Appeal each year overlaps two fiscal years. Although the Parents Appeal final total was \$6,000, currently, this year's amount is \$3,830 with more coming in each week.

Communications Committee

Video Taping is completed and transcribing is in progress. There may be additional taping needed concerning need & value of the Library.

Betsy Brand & Marge Heminway of Brandmark will meet with Lori Dowling. Additional Q & A literature from Campaign Case Statement is being printed for distribution to patrons in the library.

APPROVED

The Marketing & Referendum Committees will be meeting to assemble material and decide when a call to action is anticipated for referendum. This will occur by the first week in September.

The Library's ad will appear in the next issue of Ridgefield Magazine.

Miranda Creative, our website developer is excited to do a sister site for the campaign. The Committee is awaiting an estimate from them for this work.

Building Improvement Committee

Mary Rindfleisch and Lori Dowling met with Newman to discuss options to lower figures to \$20 million. After the ground boring study was completed, the results did not lead to any savings due to high water table and rock. Suggestions to save costs such as decreasing the actual lower level space will be discussed. The exterior design of the project will be revisited with Dimeo to preserve a Historic Main Street look. At the Wednesday meeting, Aug 18, the tour schedule will be discussed.

The Library Board meeting was adjourned at 8:40 pm.

Recorded and respectfully submitted,
Leslie Vuilleumier
Executive Assistant