

Ridgefield Library Board Meeting
December 20, 2010

Present: Nancy Brandon; Carroll Brewster (Chair); Marc Colamaria; Barbara Dobbin; Lori Dowling; Rob Ellis; Karin Fallon; Liz Kelly; Philip Lodewick; Bobby Mathoda; Brian Oren; Bob Payne; Cloris Pearson; Bill Wyman

Others present: Director Christina Nolan (ex-officio); Assistant Director Mary Rindfleisch; Executive Assistant Leslie Vuilleumier

Call to Order

Chairman Carroll Brewster called the Board meeting to order on December 20, 2010 at 7:35 pm in the Dayton Program Room of the Ridgefield Library.

Approval of Minutes

The minutes of the November 15, 2010 meeting were approved as written.

The Library Board moved to go into Executive Session to discuss the potential sale of the Former Bank Building.

The Executive Session ended.

Consent Agenda

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

Finance Committee

Funding of Library Retirement Plan – The New Retirement Plan is a 401(K) consisting of three parts: employee contributions, Library matching employee contributions up to 2% and the organizational contribution. The 2009-2010 Library employer contribution was 10%. After considerable study the Finance Committee recommends an organizational contribution of 8% for the 2010-2011 year. All best efforts will be made to continue this level of organizational contribution in coming years. The 8% organization contribution with a 2% match of employee contributions was voted on and approved. This information will be shared with employees as soon as practical.

Revised Investment Policies – the Revised Investment Policy, adopted by the Finance Committee, was handed out to board members.

Library Budget for 2011-2012 is being worked on. At the next Board meeting a preliminary budget will be available. The Finance Committee is awaiting the town to announce the budget due date.

Development Committee

Library Appeal – Each Board Member received a copy of the donor list to date. Currently the Guardian Society has 42 members which include 14 new members not on last year's list. Judi Margolin, Director of Annual Giving requested from the Library Board if they know any board members of a specific set of smaller family foundations that could be contacted as possible donors.

Ridgefield's Christmas Stroll was December 3 & 4 with 340 people entering the Library through the Morris Building entrance. In that Morris Building, the Campaign DVD was being shown as well as

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the architectural boards for the new project. In addition, materials and drawings from the original Morris Building were displayed. .

Tables of Content – Karin Fallon has eight tables/locations for this next fundraiser scheduled for dates in February and March. The focus of this fundraiser is to invite people to participate in a dining activity with a connection to books. This fund raiser benefits the annual development efforts, not the Capital Campaign. Invitations will be mailed in early January.

Building Improvement Committee

A copy of the Design and Construction Schedule was distributed. Lori Dowling and Mary Rindfleisch met with Newman last week and concluded the Schematic Design Phase. The Design Development Phase will be next and take 3 months time. The Construction Document follows during May through August. Relocation is scheduled for October. There are no gaps left in the schedule for a shovel to be in the ground by November 2011. Lori Dowling will be asking for a commitment to move forward at the January or February Board meeting. Lori Dowling will be meeting meet with the Green Advisory Board. Bobby Mathoda will be meeting with the Technical Advisory Board.

Communications Committee

In the January 20th Ridgefield Press, a letter from Philip Lodewick will appear as the official start of the public part of the Campaign, stating the need for a new library, and including a call to action. Immediately following, a mailing will go to all households to express the need and vision of the new Ridgefield Library. All communication with the public will remain informal. Any text printed within 45 days of the referendum must be explanatory text with materials being submitted to the Board of Selectmen first.

The Library Board meeting was adjourned at 8:30 pm.

A motion was made to adjourn. Motion carried.

Recorded and respectfully submitted,
Leslie Vuilleumier
Executive Assistant