

Ridgefield Library Board Meeting
February 25, 2014

Present: Shane Casey; Peter Coffin (Chair); Marc Colamaria; Rob Ellis; Liz Kelly; Philip Lodewick; Dean Miller; George Nichols; David Schaffer; Mary Mann Smith; Bob Whitton

Others present: Chris Nolan, Library Director; Mary Rindfleisch, Assistant Director; Colleen Harkey, Director of Development; Robert Cavello, Owner's Rep - Westview Group; Rhonda Hill, Friends' President; Leslie Vuilleumier, Executive Assistant

Excused: Matt Byrnes; Woody Harford; Robert McKean; Lorraine Mellon

Call to Order

Vice Chair Marc Colamaria called the Board meeting to order on February 25, 2014 at 6:40 pm in the main Library.

Approval of Minutes

The minutes of the January 27, 2014 were approved as corrected.

Chairman's Announcements

Chris Nolan (for Peter Coffin) reminded Board Members of the Advisory Board meeting on Thursday, February 27 at 7 PM in the Library. Approximately 30 people will be attending.

Building Update

Robert Cavello, Owner's Rep updated the group with items currently in progress – finishes to the inside, shelving installation and the Fire Alarm and Sprinkler system testing. Audio Visual, Security system, telephone lines and fiber has been installed. Elevator inspection is scheduled for March 5. The collection in storage will be moved on March 10. An ice dam in the Morris Building will require further repair. The HVAC system is slowly being brought online. The trailer will be moved out next. Furniture is scheduled to arrive March 17 and the sorting machine will be in by the end of March. The joint campus agreement with the Prospector is still to be determined.

Authorization to Apply for Ambler Trust

Mary Rindfleisch explained the Library is looking to apply for a grant from the Ambler Trust. The application requires the Library Board's approval to make the application. A motion was made by Philip Lodewick to proceed with the application, seconded by Liz Kelly and voted on. The motion passed.

Chair Peter Coffin arrived.

Finance

The Finance Committee met with Rudy Marconi and Kevin Redman concerning the FY 14-15 Library budget. The committee then went before the Board of Selectmen and were asked to bring the budget down by \$93K. Discussion of this request took place and a plan was determined at the Library Board meeting. A motion was made by Philip Lodewick to proceed with the plan, seconded by David Schaffer. The motion was approved. Board members will meet again with the Board of Selectmen next week.

Governance Committee

David Schaffer announced the proposed Slate of Board members for FY 14-15. They are: Marc Colamaria, Chairman; Liz Kelly, Vice-Chair; Lorraine Mellon, Secretary; Dean Miller, Treasurer. Any questions concerning the proposed method used in determining the slate of officers or the individual office selections should be directed to Peter Coffin or David Schaffer. This slate of officers will be voted on in June.

Development and Gala

Colleen Harkey, Director of Development handed out the Dashboard to Board members. The report was updated to include monthly contributions for comparison. To date, 70% of the Guardian Society Goal and 72% of the Annual Appeal Goal have been met. The Development Department will begin working on the follow-up Spring Appeal.

The Great Expectation's Save-the-Dates were mailed out this week. Colleen passed out amended sponsorship level details. AMG will be the caterer for the event. Marcie Coffin and Christine Lodewick are overseeing the valet parking and the tent portions of the event.

Mary Mann Smith is looking into the feasibility of a Farm to Table fund raising event in the fall. Dina Brewster has offered her farm on Lounsbury Road as the event location. It will take place sometime in September. Mary is looking for volunteers to help in the planning as well as outside help on the Development Committee.

Mary Rindfleisch passed out the Raised to Date Campaign figures. The Wish List is bringing in money and pledges are being paid off ahead of time. Last week's Ridgefield Press had an ad for the New Library's Wall of Donors. An email will go out for the Wall of Donors participants along with details on the Opening Weekend. The Paccadolmi Awards will be given out at Opening Weekend. The Board voted on the recipients for the award in the Volunteer and Leadership categories.

Ridgefield Magazine had an article about the Library appear in this month's issue. The Magazine will also highlight the Opening Weekend and the Great Expectations event in upcoming issues.

Adjournment

The meeting was adjourned at 8:45 pm.

Respectfully recorded,
Leslie Vuilleumier
Executive Assistant