

Ridgefield Library Board Meeting
February 28, 2011

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

Others present: Director Christina Nolan (ex-officio); Assistant Director Mary Rindfleisch; Rebecca Bryan, R. Bryan Associates; Executive Assistant Leslie Vuilleumier

Excused: Bobby Mathoda

Call to Order

Chairman Carroll Brewster called the Board meeting to order on February 28, 2011 at 7:35 pm in the Dayton Program Room of the Ridgefield Library.

Approval of Minutes

The minutes of the January 24, 2011 meeting were approved as written.

Consent Agenda

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

Conflict of Interest

Each year the Board members are requested to sign the Conflict of Interest Statement. Copies were passed around for signatures and returned to Director Chris Nolan for the files.

Finance Committee

The Financial Statements were distributed. Liz Kelly explained that the defined benefit plan must be fully funded \$500-600K once the closing of the plan is approved by the government. For retired employees to receive their payout, 80% of the plan must be funded. At this time, \$200K is needed to cover those employees that have left. The rest will be paid at the time the plan is closed. A motion to fund \$200K was made and approved.

Development Committee

The discussion of the Fundraising Plan was postponed.

Spring Social – This event is scheduled for May 13, 2011. The event thanks major donors. It is a cocktail party and held at the Library. The Paccadolmi Leadership & Community Service Awards are given out to individuals who support the Library.

Tables of Content – This event is going well. Three of the Tables have expanded their guest lists and one more Table has been added – a second offering of Country Table. There is one more spot available for Taste of India which will be held on Saturday, March 12 at Thali Restaurant on Rt. 7.

Karin Fallon asked that board members sign up to welcome participants of three upcoming events here at the Library. She'll email out a request with dates and times.

Guardian Society – Currently, there are 72 members with 23 of these being new members. A follow-up letter will be mailed to those from last year's membership that have not yet responded.

Annual Appeal –Follow up solicitation letters are going out to lapsed donors shortly. These letters will have personal handwritten notes from Board Members. Three regular donors from prior years are no longer with us due to various circumstances. This represents a loss of \$25K. A reminder of how important it is to cultivate our donors was given again.

Campaign Update

Philip Lodewick's(Campaign Chair) reported on the latest Campaign numbers. Philip Lodewick is writing a letter to donors to inform them where the campaign stands. Handouts were distributed detailing the contributions breakdown. The committee is just starting to contact prospects for "Special Gifts".

Rebecca Bryan (consultant) spoke next concerning detailed events coming up. Handouts were distributed defining the events. Those events will promote awareness for the project. She handed out the update on the Capital Campaign Fundraising. The committee is asking the Board members to assume responsibility for 10 donors each from a particular list

Significant discussion of the disposition of the property at 25 Prospect Street, the former Webster Bank building, took place. A motion was made by Barbara Dobbin to authorize the disposition of the property at 25 Prospect Street in an expedient manner. This includes pursuing a marketing plan, as well as contacting other parties who have expressed an interest in this parcel. Motion was voted on and approved.

The Library Board meeting was adjourned at 9:25 pm.

Recorded and respectfully submitted,
Leslie Vuilleumier
Executive Assistant