

Ridgefield Library Board Meeting
July 16, 2012

Present: Nancy Brandon; Matt Byrnes; Shane Casey; Peter Coffin (Chair); Marc Colamaria; Robert McKean; Lorraine Mellon; Dean Miller; Mary Mann Smith; Patricia Tenney; Bob Whitton

Others present: Chris Nolan, Library Director; Leslie Vuilleumier, Executive Assistant

Excused: Rob Ellis; Karin Fallon; Liz Kelly; Philip Lodewick

Call to Order

Chairman Peter Coffin called the Board meeting to order on July 16, 2012 at 7:35 pm in the Dayton Program Room of the Ridgefield Library.

Approval of Minutes

The minutes of the June 25, 2012 Board meeting were approved as distributed.

Chairman's Announcements

Chairman Peter Coffin welcomed the three new Board members – Shane Casey, Lorraine Mellon and Dean Miller. All Board Members introduced themselves. Rudy Marconi, First Selectman will be contacting the new Board members.

The Board retreat is scheduled for Monday, September 24 at the Leir Center in Ridgefield, 4:30 pm – 8:30 pm.

Closing on 25 Prospect Street Property

The Reciprocal Easement Agreement document was distributed electronically to the Board members. The parking issue was quite complicated and in the end resolved to Planning & Zoning's satisfaction. With the sale of the Webster Bank building, the new owners will get 40 spaces, 40 reciprocal Library spaces plus an additional 10 reciprocal spaces. Should the building be sold after this sale, the 10 additional spaces will revert back to the Library. The easement negotiations were unique and difficult. Marc Colamaria worked endlessly in getting a solution that the Library, the buyers of the Webster Bank, and Planning and Zoning agreed upon. The indemnification section was also discussed. A motion was made to approve the Reciprocal Easement Agreement and to authorize Marc Colamaria to execute this document and documents related to the closing. It was seconded, voted on and passed.

Interim Operations

Board Chair Peter Coffin gave a brief history starting Oct 2011 to the current date of the search for the Interim Space for the benefit of the new Board members. Interim Operations Committee Chair, Patricia Tenney explained the estimates for fit-out of the Balducci's space. The lease for this space was signed as of July 15, 2012. Work will begin on Tuesday, July 17 to discuss design, costs and timing of the fit out. Meetings will also be taking place with various movers. Director Chris Nolan will check with Fairfield County Bank Insurance that we are insured as needed. It should be noted that there will be a time period when all services at the Library are unavailable to the public while the Library moves to the interim location.

Building Committee

The Owner's Representative position had 17 submissions of which 5 will be interviewed on July 26. Bid documents are going out this week. The Library's counsel will be asked to review the Guaranteed Maximum Price (GMP) contract when it becomes available.

Consideration of Counsel

A motion to go into Executive Session was made, voted on and approved to discuss legal inquiry issues. Director Chris Nolan and Executive Assistant Leslie Vuilleumier were asked to remain. Following the motion and approval to move back into regular session, a motion was made to hire counsel to respond to an inquiry made by Morganti Group, Inc. It was seconded, voted on and approved.

Update on the Pledge Cash Flow report

A document reflecting pledge cash flow over the next 5 years and the projected expenditures for the construction expenses for that same time period was distributed to the Board members. This report is updated quarterly and shared with the Town Board of Finance. This will help inform the timing of the release of the \$5M in town funds to the Library for the project. The Library Finance Committee will have a conference call on Tuesday morning, July 17 in preparation for Tuesday night's Board of Finance meeting to discuss this information.

Adjournment

The Library Board meeting was adjourned at 9:30 pm.

Recorded and respectfully submitted,
Leslie Vuilleumier
Executive Assistant