

Ridgefield Library Board Meeting  
June 20, 2011

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

Others present: Director Christina Nolan; Assistant Director Mary Rindfleisch; Executive Assistant Leslie Vuilleumier; Rebecca Bryan, R. Bryan Associates

Excused: Lori Dowling

Call to Order

Chairman Carroll Brewster called the Board meeting to order on June 20, 2011 at 7:30 pm in the Dayton Program Room of the Ridgefield Library.

Approval of Minutes

The minutes of the May 16, 2011 meeting were approved as written.

Chairman's Announcements

Chairman Carroll Brewster announced there would be a Board Meeting on July 18 at 7:30 pm in the Dayton Program Room.

Statement of Conflict of Interest – Peter Coffin has signed the following agreement:

“It is my understanding that the Library is currently negotiating the sale of 25 Prospect Street (The Playhouse Building) with Greg and Valerie Jensen. As incoming Board Chair, I feel it is my responsibility to inform you of my office, Doyle Coffin Architecture’s professional relationship as architect for the Jensen Family. Consistent with the Library’s ‘Conflict of Interest Policy’, I will need to and shall abstain from any discussions and/or votes regarding the sale and/or closing of 25 Prospect Street or of the Jensen Family and related entities. This shall also pertain to all post-closing matters which require negotiations or other transactions with the Jensens or related entities.”

Bob Payne will be resigning effective June 20, 2011 due to personal & business demands. He will continue to assist Sally Savoia in the negotiation of the Webster Bank Building. He thanked the Board.

Director's Report

Chris Nolan presented framed pictures of the Morris Building to the members leaving the board - Carroll Brewster and Brian Oren. Lori Dowling was not present to receive hers.

Consent Agenda

A motion to approve the Consent Agenda, including Activity, Director's, Executive and Development Committee Reports was made and approved.

Friends of the Ridgefield Library

The May Book Sale brought in \$24-\$25K. The Friends New Board members were announced: President, Ann Jepson; Vice President Rhonda Hill; Treasurer Jerry Kiernan. The Friends Annual meeting was well attended.

Finance Committee

Defined Benefit Pension Plan – Four retirees have received their payouts and the remaining seven have been contacted to complete paperwork for their distributions. The closing of the DB Plan for those still working is proceeding. It is estimated that the government approvals may come as early as September. This will necessitate paying the final sum to that account. As planned, this money will be coming out of the funds at Vanguard.

Investment Manager – The committee is looking at an the possibility of using an active manager for our investments..

Capital Campaign

Information was passed out on the status of the fundraising for the New Ridgefield Library. The total gifts and pledges currently is \$9.659 mil – 64% of the \$15 mil goal. With the sale of the building we will be at 81% of the goal and with the Referendum of \$5 mil we would be at 86% of the goal. Community-wide mailings are going out – one for those giving \$10 K+ and a town-wide mailing to support the mural fund raising project. An article will be appearing in the Thursday Ridgefield Press about the mural. The \$500K State Grant may need an extension submitted for another year. The Campaign Donor List will appear on the New Ridgefield Library website.

Update on 25 Prospect Street Property

Negotiations concerning the Webster Bank Building continue. With Carroll Brewster leaving the Board, Sally Savoia will continue these negotiations.

Building Committee

Although Lori Dowling was not present at this meeting, she suggested postponing moving ahead with the next phase of the project.

Referendum Committee

Forty-five days prior to Referendum is considered the “Quiet Time”. The Friends have agreed to fund “Vote” signs directing people to vote. Board members can distribute the signs around town and call potential voters. The website will not be available during this period and no campaigning is allowed. It will be determined if the Annual Appeal will be allowed to kick off in September or October during this Quiet Phase.

Nominating Committee

Materials for the four nominees were distributed to Board Members. Nominees for the vacant Board positions are: Patricia Tenney, Bob Whitton, Robert McKean and Mary Smith were voted on and approved. Their names will be submitted to Rudy Marconi, First Selectman for final approval.

Development Committee

Annual Appeal Overview – The Guardian Society (GS) finished the year with 73 members. Twenty-five of these members are new to the GS this year. A year end letter will be mailed to lapsed GS donors. The Annual Appeal raised 18.5% more over last year’s Appeal. The number of Appeal Donors was up 10%. At the September Retreat the Board will discuss what can be done for future Appeals. The Parents Appeal will be mailed this week.

The Table of Contents fundraiser will be held again in the coming fiscal year along with “Dinner in the Stacks” in November.

Board Members were thanked for introducing programs this past year.

APPROVED

Resolutions and Signature Cards for Financial Accounts

Resolution forms and signature cards were distributed and signed for the Library's Bank Accounts at Union Savings and Fairfield County Bank and investment accounts by designated members of the new Executive Board.

Executive Session

Chris Nolan, Mary Rindfleisch and Leslie Vuilleumier were dismissed from this discussion concerning Personnel Issues.

Carroll Brewster was eloquent in thanking each Board Member for their individual talents, contributions and hard work over the past year. The Library Board meeting was adjourned at 9:05 pm.

Recorded and respectfully submitted,  
Leslie Vuilleumier  
Executive Assistant