

Ridgefield Library Board Meeting
June 25, 2013

Present: Matt Byrnes; Shane Casey; Peter Coffin (Chair); Marc Colamaria; Rob Ellis; Liz Kelly; Robert McKean; Dean Miller; Bob Whitton

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

Excused: Nancy Brandon; Philip Lodewick; Mary Mann Smith; Lorraine Mellon

Call to Order

Chairman Peter Coffin called the Board meeting to order on June 25, 2013 at 7:30 pm in the Library Program Room.

Approval of Minutes

Liz Kelly moved the minutes of the May 20, 2013 Board meeting be approved with corrections. Robert Whitton seconded the motion. The motion was voted on and carried.

Chairman's Announcements

Chairman Peter Coffin welcomed the new incoming Friends of the Ridgefield Library President, Rhonda Hill.

Geri Diorio tweeted on the first day of Summer Reading Program (SRP), there were 22 adults, 85 teens and 226 children registered.

There will be no July Board meeting. The next Board meeting will be on August 26th. The Board Retreat has been scheduled for September 23rd, starting at 4 PM at the Leir Center.

Friends of the Ridgefield Library

The dates for the next two Friends book sales have been set. The company Pro Quo, that removes all of the remaining books from the sales is no longer in business. The Friends are looking for a company that will buy the remaining items after the book sales.

The Friends have their retreat scheduled for August. Their main focus will be alternate ways of fund raising.

The Friends have been selling books on the internet for six years. They make approximately \$6,000 – 7,000 per month with these sales alone.

Building Update

Robert Cavello, Owner's Rep, reported the new Dimeo staff are all in place and are working out well. The steel arrived and is being installed. Last Thursday, June 21, the Topping Off Ceremony was held at the construction site for the staff, available Board members and the construction workers. All present got to sign the beam and lunch was provided. Once all of the steel is in place, the concrete floors will be poured. The outside brick mock-up has been approved by the architect. Upcoming items are: finalizing the furniture selection, pricing for the A/V and tech package, signage package selection, meeting with the Prospector Owner's rep about upcoming work in the area between the two buildings, determining exterior and interior work needed in the Morris Building.

Strategic Planning

Orientation for the Strategic Planning Task Force Groups took place on June 4. Cloris Pearson is contacting each Task Force Group Leader. The committee would like to see the results completed by mid-August.

Status of Hiring the Director of Development (DD)

The interview committee received 27 responses for the DD job advertized. There have been 9 interviews. Five applicants were given second interviews and three finalists were chosen to meet again with Peter Coffin, Liz and Rob Ellis and a representative of the Goldstone Foundation. Laureen Bubniak will meet with them each informally. References will be checked. The Board will hear of the final choice around July 1st.

Development

Chris Nolan, Library Director passed out the June 20th Executive Board Meeting Minutes and the "Ridgefield Library's Best New Things FY 2013" list. This list was compiled from staff input. Chris asked that all read the Development Committee Charter sent in the Board packet and send her their thoughts on this document.

Shane Casey passed out a newsletter from Giving USA. He cited some facts about who gives, how much and to whom. Apparently, donations to Libraries have increased the most throughout the USA in the past year. The increase is most likely due to donors returning to pre-recession giving priorities.

Mary Rindfleisch, Library Assistant Director passed out the Dash Board. The Annual Appeal is within \$10K of its \$251K goal. A new category of Graduation Tributes were offered this year which were considered Annual Appeal donations.

Nominating

Peter Coffin and Chris Nolan met with Rudy Marconi, First Selectman concerning the three new Board Member candidates. Rudy Marconi will be meeting with William Harford, George Nichols and David Schaffer separately prior to the next Board meeting.

The Board did not vote on the new slate of officers for the FY 2013-14 at this meeting but will do via an email. (An e-mail vote was taken and the slate of officers was unanimously approved as presented)

Campaign Update

The gala for the opening of the New Ridgefield Library will be held on May 16, 2014. The new Director of Development will begin to plan this event once that person is in place.

Finance Committee

Dean Miller passed out the Final Library budget for FY 2013-14. An additional \$15,000 was cut by the Ridgefield Board of Selectmen. A motion was made to adopt this budget by Rob Ellis with a second by Liz Kelly. The motion was approved.

The meeting was adjourned at 8:40 pm.

Recorded and respectfully submitted,
Leslie Vuilleumier
Executive Assistant