

Ridgefield Library Board Meeting
May 20, 2013

Present: Nancy Brandon; Matt Byrnes; Peter Coffin (Chair); Rob Ellis; Liz Kelly; Philip Lodewick; Robert McKean; Mary Mann Smith; Lorraine Mellon; 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; Ann Jepson, Friends President

Excused: Shane Casey; Marc Colamaria

Call to Order

Chairman Peter Coffin called the Board meeting to order on May 20, 2013 at 7:30 pm in the Library Program Room.

Approval of Minutes

Philip Lodewick moved the minutes of the April 29, 2013 Board meeting be approved with corrections. Dean Miller seconded the motion. The motion was voted on and carried.

Chairman's Announcements

Chairman Peter Coffin said the Spring Social held on Friday, May 17th was a very nice affair. He thanked all who made this a huge success. "There were more new faces this year than in previous years."

Nancy Brandon was thanked for her years on the Board. She is not returning due to family commitments but still wants to stay involved. As a result there are several new Board members that have been interviewed and will be discussed later on in the meeting.

Friends of the Ridgefield Library

The Friends book sale was a huge success. They cleared \$25K. Cris Nichols has been a fabulous addition as chair of the book sale. Internet sales are at their highest ever. The Friends Board approved the allocations to the Library.

Rhonda Hill will become the next Friends' President starting in July 2013.

Building Update

Robert Cavello, Owner's Rep, reported the last truckload of contaminated dirt was removed from the site. Preparation for the pouring of the two-level concrete slabs and the plumbing and electrical work happens this week. A new project manager, Patrick Moughty has been brought in by. The Access Agreement should be finalized on Tuesday, May 21st between the two projects – Dimeo and the Prospector. Meetings for FF&E and signage are ongoing. The Guaranteed Maximum Price (GMP) is to be finalized shortly. Worker parking problems have been solved by use of the Elms back parking lot. A "Topping Off" date will be decided for staff and Board members to take part in.

Strategic Planning

Bob Whitton announced a meeting scheduled for June 4th at Parks and Rec. There are 10 task force groups that will delve into determining goals for the new building/space. He thanked Cloris Pearson and Rebecca Bryan for heading up the Task Force.

Status of Hiring the Director of Development (DD)

The interview committee received 27 responses for the DD job advertized. There have been 9 interviews with the last one planned for June. Second interviews will follow. The plan is to have a DD to start July 1st.

Development

The Spring Social held on May 17th was very successful. Geraldine Cooper did a fabulous job with this and all of the previous development events.

The Annual Appeal has reached 80% of its goal with about 6 weeks left until year end. Peter Coffin again reminded the Board members to send in their donation to the Annual Appeal as soon as possible.

The dashboard has changed little from last month. Mary Mann Smith suggested we contact parents of graduating RHS students to make a gift in their graduate's name and another telephone promotion. The parent mailing will be going out before the Summer Reading Program starts.

Nominating

Peter Coffin presented the slate of officers for 2013-14: Chair – Peter Coffin, Vice Chair – Marc Colamaria, Treasurer – Dean Miller, Secretary – Lorraine Mellon. A vote will be taken at the next Board meeting.

Marc Colamaria and Rob Ellis have finished their first term on the Board. Philip Lodewick moved they be voted in for a second term. Bob Whitton seconded it. A vote was taken and the motion carried.

Seven candidates were interviewed for three open Board positions. The Nominating Committee recommended William Harford, George Nichols and David Schaffer be added at this time. Philip Lodewick moved that all three be added by the Board and Lorraine Mellon seconded it. The vote was taken and the motion carried. The three names will be brought to First Selectman Rudy Marconi for approval.

The By-Laws provide for having 16 members. With the addition of the 3 identified persons our board will be at 15 people. There was another potential board member who would be a very desirable addition if the Board decides to move to 16 people.

Campaign Update

Philip Lodewick announced the \$20 million mark has been reached and now we must start working on raising the additional \$2.7 MM for related costs associated with the project. Laureen Bubniak is working with local author, Jessica Auerbach, to reach out to Ridgefield authors to make a contribution to the campaign. Their donations will go for spines on the Community Mural that bear the titles of their works.

Finance Committee

Dean Miller asked that Board members be present at the Ridgefield Board of Finance meeting on Tuesday, May 21 at 8 PM at town hall for the Library Capital Update.

The Defined Benefit Pension Plan was discussed. A solution to provide the recipients with their pension money has been determined. Bob Whitton moved that the new plan be accepted and Rob Ellis seconded it. The vote passed. The Committee will prepare documentation of the background, current situation, action plan and rationale, and monitor the pension plan going forward. This will ensure future Finance Committee and Board members having all this information available. In addition, the Committee asked that the ING documents be distributed for review.

FINAL

The meeting was adjourned at 8:55 pm.

Recorded and respectfully submitted,
Leslie Vuilleumier
Executive Assistant