

Ridgefield Library Board Meeting  
May 21, 2012

Present: Nancy Brandon; Matt Byrnes; Peter Coffin (Chair); Marc Colamaria; Barbara Dobbin; Rob Ellis; Karin Fallon; Liz Kelly; Philip Lodewick; Patricia Tenney; Bob Whitton

Others present: Chris Nolan, Library Director; Mary Rindfleisch, Assistant Director; Leslie Vuilleumier, Executive Assistant; Ann Jepson, Friends President;

Excused: Robert McKean; Cloris Pearson; Mary Mann Smith

Call to Order

Chairman Peter Coffin called the Board meeting to order on May 21, 2012 at 7:35 pm in the Dayton Program Room of the Ridgefield Library.

Approval of Minutes

The minutes of the April 23, 2012 Board meeting were approved as distributed.

Chairman's Announcements

Chairman Peter Coffin thanked all who attended and was involved in the Harford Event. This was a very successful evening at Harford's for Cinco de Mayo. He made special note of the comments made by Philip Lodewick, Larry Bossidy and Nick Donofrio.

The next event is the June 1st Celebration to say goodbye to the Library building. Peter challenged each Board member to bring 5 couples to the event.

He encouraged all to participate in the Community Open House on June 2. The Paccadolmi Awards will be presented at 4 pm.

Consent Agenda

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

Friends of the Ridgefield Library

Ann Jepson, Friends President reported the Book Sale a success and it closed at 4:20 pm today. She thanked the Board members – Bob Whitton and Nancy Brandon for working the event.

Ann Jepson and the Friends were thanked for their participation in the Creativity Conference at the end of April.

The Friends are setting up a Book Buggy in the park during the summer months. People sitting in the park could browse and read the books while sitting in the park.

Development Committee

June 1<sup>st</sup> Celebration – This event is a ticketed fundraiser to be held on Friday, June 1<sup>st</sup>. Nancy Brandon, Co-Chair of the Development Committee revealed several of the live and silent auction items that will be up for bid. A sign-up sheet was circulated to help with selling tickets, set-up and clean-up.

June 2<sup>nd</sup> Celebration for the public will be coordinated by the staff members and volunteers. Some of the activities scheduled are children's story hour, a visit by the "Wild Thing", Scavenger Hunt, Open Mic segment, picnic on the front lawn and presentation of the Paccadolmi Awards.

Annual Appeal Update – Donors continue to make contributions at the Guardian Society level. The Green donor envelopes are starting to come in.

Karin Fallon, Co-Chair of the Development Committee thanked all on the feedback for the Library Fund Raising and Goals document. Some changes were made in the document. Karin will reissue the updated document to the Board Members. The Finance Committee was asked to alert this committee of any change in the endowment that may affect their future fundraising.

The committee is looking into the lower number of Guardian Society members. Currently there are 48 members compared to last year's number of 78.

### Campaign

The Harford, Cinco de Mayo evening was a great event with several prospects in attendance. With nearly a million dollars to go in the campaign, approximately 350 people will be sent a letter to donate to the Capital Campaign.

Discussion of Naming Rights for the Larry and Nancy Bossidy Library Commons and the Jill Eastin and Robert McKean Study Room was followed by a motion, vote and approval. Philip Lodewick and the committee will discuss the suggestion made for Maurice Sendak to be recognized in the new building.

Update on the Easement between the Library and Webster Bank – Marc Colamaria has been working with the future owners of the Bank property concerning the easement between the two properties and will present to the Planning and Zoning Board on Tuesday, May 22, 2012. Other areas to be discussed are coordination of construction on the two properties and parking.

### Building Committee

The Building Committee sent Construction Documents to the Construction Manager for an estimate check.

A job posting for an Owners Representative was placed in the local newspapers and online for a position starting in July to coordinate the construction phase of the project.

### Finance

The Ridgefield Town Board of Finance requested a cash flow report from the Ridgefield Library Finance Committee that indicates when the Town's \$5 million would be needed. This report has been populated with projections of income based on pledge schedules. It will be updated as pledges are fulfilled.

A motion was made for the approval to withdraw funds from Library investments sufficient to cover the outstanding termination liability of the Defined Benefit Pension Plan currently estimated as of June 30, 2012 of \$475,000. It was seconded, voted on and approved.

Nominating Committee

Dean Miller was interviewed by the Nominating Committee and recommended for the Board. He has a background in Finance. A motion was made to recommend Dean Miller as a new Board Member, voted on and approved. A second motion was made, voted on and approved to reappoint Matt Byrnes, Philip Lodewick, Karin Fallon and Lisbeth Kelly for another term of three years. The committee continues to work on identifying additional candidates for the Board.

Interim Operations

The Library Board moved to go into Executive Session to discuss the Interim Space details. Chris Nolan and Mary Rindfleisch were allowed to remain. Leslie Vuilleumier and Ann Jepson were excused. The Executive Session ended. The Board moved back into open session.

Adjournment

The Library Board meeting was adjourned at 9:50 pm.

Recorded and respectfully submitted,  
Leslie Vuilleumier  
Executive Assistant