

Ridgefield Library Board Meeting  
May 24, 2010

Present: Peter Coffin (Chair); Barbara Dobbin; Lori Dowling; Karin Fallon; Liz Kelly; Mark Meachem; Brian Oren; Bob Payne; Cloris Pearson; Eileen Walker; Bill Wyman

Others present: Director Christina Nolan (ex-officio); Mary Rindfleisch; Leslie Vuilleumier; Carroll Brewster, Emeritus; Bob Leavitt, President of Friends of the Ridgefield Library

Excused: Peter Authier; Thomas Hoban; Philip Lodewick

Call to Order

Chairman Peter Coffin called the Board meeting to order on May 24, 2010 at 7:30 pm in the Dayton Program Room of the Ridgefield Library.

Approval of Minutes

The minutes of the April 26, 2010 meeting were approved.

Chairman's Announcements

Peter Coffin thanked all the Board members for their participation in "Celebrate the Stars", Library Social on May 14, 2010 as well as Karin Fallon, coordinator of this event and Leslie Vuilleumier. Peter Coffin also thanked the Board for their recognition and Paccadolmi Award gift. It was a great honor and very much appreciated.

The June Retreat is scheduled for June 21. The Leir Foundation is not available and alternative places are being considered. The focus of the retreat will revolve around the campaign.

The Library Board is looking to involve the Friends Board at more of their meetings.

Consent Agenda

A motion to approve the Consent Agenda, including Activity Report, Executive Committee Report and Building Improvement Committee report was made and approved.

Friends of the Library

Friends of the Library had record sales at the recent book sale this year. It was extremely gratifying for all involved. Rotary members sold hamburgers and hotdogs at the book sale on Saturday.

May 21<sup>st</sup> Wall Street Journal had an interesting article on e-books and how that will affect the future of the book. Bob asked that copies be made for each Board Member. The question "Will the circulation model change with e-books?" was brought up for thought.

Development Committee

Karin Fallon thanked everyone for their help at the "Celebrate the Stars" Library Social on May 14<sup>th</sup>. Changes to next year's event are already noted.

The Committee is brainstorming about this fall's events and continuing to grow and steward the Guardian Society. The first event is scheduled for early October. David Gale, local violinist

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who was home-schooled at this library will be performing a benefit for Guardian Society members Friday, October 1 along with a reception and again on Sunday October 3 as a public fundraiser.

This event will precede the Annual Appeal kick-off.

Guardian Society members number 68 to date. Their giving is up 58% over their last year's donations. There are 824 donors for this year's Appeal of \$204k which is up 36% over last year. The Parents Appeal is the last mailing for 2009-10 Appeal. Sarah's Wine Bar proceeds were received and the Giving Tree brought in about \$1,000. The remaining Giving Tree items will be available in the Library for patrons to purchase.

### Governance Committee

Revision of the Bylaws – Carroll Brewster and committee met and provided the Board with the by-law revisions. Discussion concerning additional changes to areas such as Board member nomination process, resignation, and the Advisory Board took place. These suggestions will be incorporated into the by-laws and circulated to Board members within the week for a vote. The by-laws will then be presented at the June meeting for the final vote.

Two self-nominated applications for available 2010-11 Board positions have been made. Please email Peter Coffin or Chris Nolan with any additional suggestions of nominees. The slate of Officers for the coming year has already been presented to the Board. Those officers will be elected at the June meeting.

### Building Improvement Committee

Mary Rindfleisch and Lori Dowling finished up the first phase with Newman Architects. Soil boring tests were completed last week. Mary Rindfleisch and Lori Dowling had a meeting with John Kinnear, Village District Commission to bring him up to date with the project. At the last BIC meeting the committee was asked to present a statement concerning the project and Leed Certification. Adoption of this statement – **The Ridgefield Library Board is committed to a LEED certified project because of long term operational efficiencies, environmental stewardship and consistency with the current direction of public policy.** – was voted on and approved.

The Board will continue to consider when to initiate the timing of the next 3-month phase to take place. By delaying this decision until at least August it will allow the Campaign Committee to meet with prospective donors over the summer.

The Building Improvement Committee has started working on sub-committees for Library relocation to provide location options and costs.

### Campaign Update

The Campaign Committee has met with the following groups: April 30 – Campaign Steering and Advisory Committees; May 3 – Library Advisory Board met and were brought up to date on the campaign and project; May 10 – Meeting with PTA Board members; May 19 & May 22 – Rate & Screen meetings with Campaign Steering & Advisory Committees.

Meeting time was taken to complete Rate & Screen documents by Board members. Additional names not on the handout should be added to the back of the document.

Maurice Sendak has been named an honorary Campaign Chair. A special quote of his will be featured on the case statement.

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Finance Committee

The 990 forms were reviewed by the committee. There are a few modifications that need to be made and the Committee has adopted all 990 forms pending the modifications. The 990 is prepared by Reynolds and Rowella. The 990 will be posted on our website.

The Investment Report indicates that gains made through this fiscal year have been lost in recent activity.

Communications Committee

The case statement materials will be completed, printed and available by mid-June. Outline of the Marketing proposal will be available at the next board meeting. On Friday, May 21, the committee met with Joseph Consentino to discuss plans to develop a campaign video. Plans will be available at the next Board meeting.

The Library Board meeting adjourned at 9:05 pm to go into Executive Session.

Recorded and respectfully submitted,  
Leslie Vuilleumier  
Executive Assistant