

Ridgefield Library Board Meeting  
November 28, 2011

Present: Nancy Brandon; Matt Byrnes; Peter Coffin (Chair); Marc Colamaria; Barbara Dobbin; Rob Ellis; Karin Fallon; Liz Kelly; Philip Lodewick; Robert McKean; Mary Mann Smith; Pat Tenney; Bob Whitton

Others present: Assistant Director Mary Rindfleisch; Leslie Vuilleumier, Executive Assistant; Richard Munday and Jeromy Powers, architects from Newman Architects

Excused: Cloris Pearson; Library Director Christina Nolan

Call to Order

Chairman Peter Coffin called the Board meeting to order on November 28, 2011 at 7:35 pm in the Dayton Program Room of the Ridgefield Library.

Approval of Minutes

The minutes of the October 24, 2001 were approved with one correction.

Chairman's Announcements

Chairman Peter Coffin wished all Happy Holidays. He asked board members to sign up for time slots at the Phone-a-thon to be held next Monday & Tuesday, December 5 & 6. Bring your cell phones. Calls will be made to supporters to update them with the building campaign progress and thank them for their support. Calls will also be made to prospective donors asking if they have questions about the project. A current list was circulated to the members to choose the names they prefer to call.

Consent Agenda

A motion to approve the Consent Agenda, including the Activity, Development, Interim Operations and Assistant Director's Reports was made and approved. As part of the Assistant Director's report, the prototype of the Dickens brochure was passed around. A motion for approval was made, voted on and approved.

Building Committee

Committee Co-Chair Robert McKean reported on the most recent presentation to the Village District Commission in mid-November. Several suggestions from members of the Commission were heard at that meeting. Newman Architects have been working on those.

Richard Munday and Jeremy Powers presented the most recent exterior plans to the Library Board for their input and review.

Development Committee

Karin Fallen, Chair of the Development Committee, asked the Board Members to sign up and greet patrons at the entrance of the Morris Building on Friday evening December 3, the night of the Holiday Stroll.

Thank yous went to Nancy Brandon, Mary Rindfleisch, Lauren Bubniak and Liz Montanari for their work on the Echoes of Sinatra fundraiser. It was a huge success. Plans for Tables of Contents are underway.

FINAL

Letters for the Appeal have been going out over the last week with envelopes being returned for the Appeal and the Capital Campaign. No figures are available yet.

#### Friends of the Ridgefield Library

A reminder was given about the luncheon hosted by the Friends on December 5. Please RSVP if attending.

#### Campaign Update

At this time \$13 million has been raised. Several small group events for prospects are planned in the upcoming days. The Library Board will be taking action soon on requesting dates to appear before the Board of Selectmen and the Board of Finance in an effort to request a town referendum of \$5M.

Mary Rindfleisch attended the State Library Board meeting today to request an extension of our \$500K grant for the building project. This money has already been bonded. Justifications for the extensions had been outlined in a letter sent in advance to the State Library Board. The request was granted and the \$500K will be awarded provided the Ridgefield Library project has construction contracts signed no later than December 31, 2012.

#### Communication

Bob Whitton, Chair of the Communications Committee, is awaiting the final versions of upcoming mailings from the Referendum Committee. The pre-referendum newsletter is almost completed. The committee is holding off further action until meeting with the Board of Selectmen on January 4.

#### Interim Operations

Barbara Dobbin, Chair of the Interim Operations Committee, has contacted two companies about the air quality testing at the interim space. Barbara made the motion proposing \$2,000 be authorized to perform this testing. The motion was voted on and approved. A moving estimate has been obtained from William B. Meyer, Inc. to move all contents of the library into the interim space. The committee is hoping to use the basement area for storage.

#### Finance Committee

There was no Finance meeting this evening. It has been rescheduled for December 12.

#### Adjournment

The Library Board meeting was adjourned at 9:40 pm.

Recorded and respectfully submitted,

Leslie Vuilleumier  
Executive Assistant