

Ridgefield Library Board Meeting  
April 25, 2016

Present: Amanda Bergen; Michele Booth; Marc Colamaria (Board Chair); Rob Ellis; Magda Fincham; Tom Gerhard; Woody Harford; Dean Miller; George Nichols; Gary Rapp; Mary Mann Smith; Bob Whitton

Others present: Chris Nolan, Library Director; Mary Rindfleisch, Assistant Director; Laureen Bubniak, Director of Development; Leslie Vuilleumier, Executive Assistant; Geri Diorio, Teen Services Librarian

Excused: Matt Byrnes; David & Julie Yaun

**Call to Order**

Board Chair Marc Colamaria called the Board meeting to order at 7:40 pm on April 25, 2016 in the Dayton Program Room at the Ridgefield Library.

**Approval of Minutes**

The minutes of the March 21, 2016 Library Board meeting were not available at this meeting. They will be distributed at the next Board Meeting for approval.

**Friends of the Ridgefield Library (FORL)**

Mary Rindfleisch reported for the FORL as Julie Yuan was not available. The May Book Sales are scheduled – Children's is May 6 – 8 and the general Book Sale is May 13 – 16. In anticipation of the Book sales, the FORL has upgraded their ability to charge sales. There will be a Preview Sale on the Library's front lawn during Spring Stroll April 30 & May 1. The FORL continue to do give away days at Ballard Green and Casagmo, and monthly at the food pantries at St. Andrews and St. Stephens.

**Chairman's Announcement**

Marc Colamaria, Board Chair presented Geri Diorio with a bouquet of roses as a farewell to her leaving the Ridgefield Library and taking a new position of Assistant Director at the Stratford Library. Geri thanked the board for her 13 years at Ridgefield. She will be missed.

Marc Colamaria announced the May Board meeting will be held Wednesday, May 25 in the Randolph Board Room instead of on May 23.

He gave special thanks to Laureen Bubniak and Rob Ellis on the success of the gala held April 9 in honor of Philip and Christine Lodewick. The video filmed that evening will be made available to all. Additional thanks went to Amanda Bergen, Anthony Cacciola and John Casiello for their part in the program. This year, professional movers were hired to move the shelf units which made the transformation run smoother. The food was delicious, well presented and served in a timely fashion.

**Finance Committee**

Gary Rapp announced the Finance Committee had reviewed the 990 at their meeting. A few questions came up at the Finance Meeting that will be answered before submitting the 990. Gary made a motion to provisionally accept the 990 return once the final questions are resolved with Jessica Cipriano of Reynolds and Rowella. This document must be filed by May 15. As the responses come back from Reynolds and Rowella, the Finance Committee will call an email vote of their members. Once that is completed, the full Board will vote via email. [Treasurer Gary Rapp coordinated the updates and modifications with Reynolds and Rowella. He informed the members of the Finance committee and undertook the email vote of that group. It was approved by the Finance Committee. By May 3, Gary Rapp reported that both the Finance Committee and the Library Board had voted to adopt the 2014 990]

During the month of March, investments during the first quarter did well.

**Development Committees**

Endowment – Rob Ellis stated this was the last meeting for the use of the title – “Endowment Campaign”. The committee is taking a three prong approach to the endowment – 1) patrons may give a lump sum, 2) sponsorship opportunities to donate money and 3) the Giving Day Concept. This expanded approach reflects the distillation of meetings with our own board members plus several loyal donors that we have approached.

Development – The last Teen Trivia event took place during spring break. Two events coming up are the Gallo bartender event on May 26 and a Ladies Night Out in June. Eleven applicants have been interviewed for the Fundraising Assistant with two more scheduled. There is a possibility of asking 5 applicants back for a second interview within the next week.

The Giving Day Committee has a meeting on Thursday, April 28.

**Update of the Search**

Dean Miller, Vice Chair, and member of the Library’s Search Committee reported the committee has recommended that we enter into a contract with the search firm of Bradbury Associates/Gossage Sager Associates out of Kansas City, MO. A motion was made to hire this firm by means of a contract. Discussion before voting clarified the Search Firm guarantees a successful result for the first year or they will continue to search for a new Director at no additional cost to the Library. The motion was made and seconded. Motion carried. The Board will make the ultimate choice. Well before that is done, there will be a couple of larger “town hall” meetings to include large donors and users which will encourage the public to share their thoughts in this process. These groups will be asked to help identify what is special about this library and this community in an effort to convey the passion to a group of applicants. The information gleaned from these larger meetings will be shared with the search firm in advance of their visit to Ridgfield in late June. When the search firm comes they will be meeting with our staff, the Library Board, the Friends, significant donors and community leaders.

**Governance Committee**

Mary Mann Smith reported that 6 candidates were interviewed as potential board members for the 2016-17 year. Four will be invited to join the Board after approval by Rudy Marconi – Stephen DeMatteo, Tizzie Mantione, Alison Greeley and Rob Freeman. The motion was made to recommend these four names as new members to be given to Rudy Marconi, Town Selectman for approval. The motion was voted on and approved. A motion for the remaining two candidates, Emily Mills and Polly Coyle, to join the Development or Communications Committees was made, voted on and approved. Woody Harford's first 3-yr term will be ending. A motion was made to have Woody stay on for another 3 years. It was voted on and approved.

The Slate of Officers for next year's Board is Chair – Dean Miller, Treasurer – Gary Rapp, Vice Chair - Bob Whitton, Secretary-Amanda Bergen. The slate will be voted on at the next meeting.

**Communications Committee**

The Library User survey has been extended to the end of April. At this time, 391 responses have been submitted.

**Other Announcements**

Spring Stroll in downtown Ridgefield will be on April 29-30 and May 1. A chalk art painter has been commissioned to draw 7 Ridgefield Tigers around town for a scavenger hunt. Mary Rindfleisch is looking for volunteers to help.

The Run Like a Mother Event will be held on Mother's Day, May 8. Sponsorship Monies collected will go to the Library for furthering education on women's health as part of the Noreen Papa program.

There being no further business, the meeting adjourned at 8:45 pm.

Respectfully submitted,  
Leslie Vuilleumier  
Executive Assistant