

Ridgefield Library Board Meeting
August 28, 2017

Present: Amanda Bergen; Lynn Consentino; Steve DeMatteo, Secretary; Rob Freeman; Magda Fincham; Alison Greeley; Woody Harford; Tizzie Mantione; Dean Miller, Chair; Gary Rapp, Treasurer; Jeroen van Beek

Others present: Brenda McKinley, Library Director; Mary Rindfleisch, Assistant Director; Laureen Bubniak, Director of Development; Leslie Vuilleumier, Executive Assistant

Excused: Michele Booth; Matt Byrnes, Vice-Chair; Rob Ellis; Tom Gerhard; David Yaun; Julie Yaun, Friends of Ridgefield Library

Call to Order

Board Chair Dean Miller called the meeting to order at 7:35 PM in the Dayton Program Room at the Ridgefield Library.

Approval of Minutes

The minutes of the June 26, 2017 Library Board meeting were approved with corrections.

Chairman's Announcements

Dean Miller welcomed all to the new FY 2017-18. He announced the Library sponsored Solar Eclipse event was a huge success. A reminder was given for the September Board Retreat at the Leir Center on Wednesday, September 27, 12:30 – 4:30 PM. The speaker will be Library Consultant and former Library Director of the Westport Library, Maxine Bleiweis, who will speak on Strategic Planning.

Director's Report

Brenda McKinley added to her report the number of attendees the day RidgeCon was held was 1,600 and the Eclipse Event had approximately 2,000 people at Ballard Park. The Eclipse glasses were shared amongst the attendees while music played by a local DJ. Live Streaming of NASA eclipse video feed took place in the Program Room and 150 people showed up for the Storytime in Children's.

Staff Spotlight

Mary Rindfleisch spoke on the topic of STEAM, how it started, our collaborators, our supporters, related past and present programs – tech, lecture and panel discussions along with the staff members and community experts involved. She announced the upcoming Maker Faire trip into NY in September sponsored by Nick Donofrio.

Friends Update

Mary Rindfleisch reported for Julie Yaun about the upcoming Friends of the Ridgefield Library (FORL) Book Sale in October. The FORL will have their retreat in September at the Leir Center.

Finance Committee

Gary Rapp, Treasurer, reported the Finance Committee will be talking to UBS, US Trust and the Fairfield County Bank Financial Department to discuss solely investing with one of them.

Brenda McKinley, Gary and Kathy Maher, Library Accountant, met to review the budget and make some adjustments. A motion was made to adjust the budget categories to reflect best expectations for upcoming spending in fiscal 2018. The challenges were adjusted to keep the budget to the original spending levels passed in 2017. The motion was seconded, voted on and passed.

Gary is working on a Capital Budget for 1, 2 & 3 years out. Items to be included should be directed to Gary.

Development

Lauren Bubniak announced that 100% of last year's goal was reached and thanked the Board for their support. It appears this year is off to a great start also. Some dates to remember – October 15, Brunch by the Bite for Guardian Society members; October 27, Wild Game Dinner; December 3, Donor Social and Paccadolmi Awards.

The Development team will be assigning solicitors for Board Members to write notes attached to the Annual Appeal.

The LYL weekend, September 15 & 16 will have a mini-golf event in the Library. All around town there will be volunteers and Board Members educating the public of the Library's services. Lauren will be looking for volunteers.

Strategic Planning

The Committee will be meeting on September 8 to work on an agenda for the Retreat. Maxine Bleiweis, liary consultant and former Westport Library Director will speak at the Retreat on 21st Century Libraries and the Strategic Planning Process.

Technology Committee

The Committee sent out an RFP for a new Library website and has received several responses. They are going through the submissions and will be meeting with those companies. The Committee has discussed with Anthony Cacciola, Library Network Administrator technology items needed such as equipment and renewal of service agreements.

At 9:30 PM, Brenda McKinley, Mary Rindfleisch, Lauren Bubniak and Leslie Vuilleumier were excused. The Board went into Executive Session to discuss Library Director Compensation matters.

Respectfully submitted,
Leslie Vuilleumier
Executive Assistant