

Ridgefield Library Board Meeting
December 18, 2017

Present: Amanda Bergen; Steve DeMatteo, Secretary; Rob Ellis; Magda Fincham; Rob Freeman; Tom Gerhard; Woody Harford; Tizzie Mantione; Dean Miller, Chair; Gary Rapp, Treasurer; Jeroen van Beek; David Yaun

Others present: Brenda McKinley, Library Director; Mary Rindfleisch, Assistant Library Director; Laureen Bubniak, Director of Development; Leslie Vuilleumier, Executive Assistant; Julie Yaun, Friends of the Ridgefield Library

Excused: Michele Booth; Matt Byrnes, Vice-Chair; Lynn Consentino; Alison Greeley

Call to Order

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

Approval of Minutes

The minutes of the November 27, 2017 Library Board meeting were approved.

Chairman's Announcements

Dean Miller asked the Board if anyone would be interested in signing up for one of the Escape Room Fund Raising events. He will send out an email to poll the Board on their interest.

Director's Report

Brenda McKinley's report was sent in the Board Packet. Brenda added that a water main break occurred that morning on Prospect Street which closed the Library until 2 PM. She thanked Laureen Bubniak and Connie Marsala for the wonderful Donor Social they organized on December 3. And she thanked Mary Rindfleisch for her efforts with the Library's portion of the Holiday Stroll on December 1 – 2.

Friends Update

Julie Yaun reported that the Friends just sold a Penguin Classics Collection of 1,078 books for \$13,000. Ridgefield Supply is allowing the shipment to be picked up by the trucking company from their loading dock.

The Friends had their Holiday Luncheon at Piccolo's this year with about 40 members.

For the next Library Board Meeting, Julie is putting together "2 Truths and a Lie" as was done for the Board Mixer. She asked that the Board Members submit their entries if they have not done so already.

Finance Committee

Gary Rapp reported the Finance Committee will be submitting the Library budget to the Town in two weeks. Gary, Brenda and Dean presented a power point of the budget proposal to the Library Board in preparation for this meeting with the Board of Selectmen along with a 5-year plan of Capital requests. Motions were made to accept the Operating Budget Proposal for the town which includes a 4.5% draw on investments and the Capital Request of \$44K for Security Upgrades, Sidewalk Repairs and upgrading IT equipment and software. The motions were seconded, voted on and approved.

Development

Rob Ellis and Laureen Bubniak shared the updated Development thermometer which showed contributions are slightly ahead of last year but could change at any time. The gala is off to a good start with several sponsors. The Escape Room Fund Raiser is selling out spots rapidly. This is a great way for businesses to work on Team Building as well as families/friends to have fun working together to solve a puzzle. This event runs through the end of January. Board Member call lists were passed out to those present. Laureen reminded all of the March 1 Fairfield County Giving Day. She is looking for a matching gift donor for donations made to the Library during that day. Tax law changes may affect donor's giving in 2018. Dean Miller will prepare a letter to our donor's informing them of how to best maximize their donations dollars to the Library should the new tax laws pass. January 11 is the Nature's Temptation's cooking demo session with all proceeds going to the Library. There are two spots left to fill at this event.

Technology Committee

Miranda Creative met with Brenda, Mary Rindfleisch, Lesley Lambton and Rachel Leff on December 8 for the new Library website. They will meet weekly and add other staff members as needed. The team would like to see the website up and running for Summer Reading.

Strategic Planning

Board members were given the Aspen SOAR (Strengths, Opportunities, Aspirations, Results) Analysis to consider and complete prior to the December Board meeting. Rob Freeman headed up a discussion concerning three areas from the Board's input: opportunities to focus on for the Library's Strategic Plan, how to meet the objectives of the people we serve & core factors that bring life to the Ridgefield Community. Rob Freeman and Alison Greeley will compile the information from the SOAR analysis.

Community Pulse – Heard Around Town

Issues brought up at the meeting were the swastikas appearing at Ridgefield High School, a possible education fund raiser concerning Block Chain and 225 years of the life of the Ridgefield Library as a Strategic Plan lead in.

With no other business, the meeting adjourned at 9:15 PM.

Respectfully submitted,
Leslie Vuilleumier
Executive Assistant