

Ridgefield Library Board Meeting
February 23, 2015

Present: Amanda Bergen; Matt Byrnes; Marc Colamaria (Board Chair); Woody Harford; Liz Kelly; Philip Lodewick; Dean Miller; George Nichols; Gary Rapp; Bob Whitton; David Yaun

Others present: Chris Nolan, Library Director; Laureen Bubniak, Director of Development; Leslie Vuilleumier, Executive Assistant; Rebecca Bryan, R. Bryan Associates

Excused: Shane Casey; Rob Ellis; Mary Mann Smith

Call to Order

Board Chair Marc Colamaria called the Board meeting to order at 7:40 pm on February 23, 2015 in the Leir Children's Program Room.

Approval of Minutes

The minutes of the December 15, 2014 Library Board meeting were approved as written.

Consideration of Endowment Campaign

Rebecca Bryan spoke about preparing for a Ridgefield Library Endowment Campaign. It would be a combination of cash and legacy giving that would coincide with leadership changes. The campaign would consist of a planning, quiet and public phase whereby the Board would be actively involved. Bob Whitton presented to the board methods of giving to the endowment. It was moved and seconded that the Board enter into the planning stages of this endowment campaign. Motion carried.

Friends Update

Rhonda Hill, President of the Friends of the Library reminded the Board of the book sale in May which will be on May 1, 2 & 3 for just the Children's Books and then followed by the rest of the book sale on May 8 – 11. Teen books are now being sold in the Teen Center on an honor system and have been selling quite well. Any donations that are of good quality will be offered to the department heads for our shelves before going into the book sale.

Chairman's Announcements

Board Member Updates: Board member, David Schaffer has sent in his resignation due to outside commitments. Two of the Board members, Matt Byrnes and Dean Miller will be participating in the RVNA Spelling Bee Event, on March 11. The Board was asked to support this worthwhile event. Shane Casey's wife gave birth to a baby girl last week. The Gallo bartender & trivia evening was a huge success on February 19 with Board members, Rob Ellis, Dean Miller and Marc Colamaria bartending at the event.

Dean Miller, Marc Colamaria and Chris Nolan met with the First Selectman, Rudy Marconi and Comptroller, Kevin Redman to discuss the Library's 2015-16 budget before the next round of budget hearings.

Finance

An update on the mid-year review of the operating budget for the current year shows the Development monies are coming in on target. Utilities were under-budgeted for this year and adjustments are being made.

A motion to accept the amendments to the Investment Policy proposed at the December meeting was made, seconded and voted on. The motion passed. A formal vote was taken on the USB and US Trust financing language distributed for January's Board Meeting. The resolutions were passed. A "no conflict" letter was then passed to Board Members for their signatures. A motion was made for Christina Nolan, Library Director to sign the letter on behalf of the Library Board. This motion passed.

Library Director's Report

Chris Nolan invited the Board members to attend a Downton Abbey potluck and final episode event at the Library on March 1. The staff and attendees to the original December Downton Abbey Fund Raiser will also be invited.

The written report gives an overview of developments in the Library over the past few weeks.

Governance Committee

Liz Kelly announced that the self-assessment surveys provided a lot of constructive feedback. The findings will be summarized at the March Board Meeting. It may be helpful for the self-assessment surveys to be done on an annual basis.

The recruitment process for 4 new Board Members will begin in March. An article will appear in the Ridgefield Press announcing the open positions and asking for candidates to apply.

Development Committee

The Dashboard was passed out. The Gallo bartending/Trivia special event just took place. Upcoming fund raisers are: Teen Trivia on Saturday, Feb. 28; Fairfield County Giving Day on March 5; The Gala on April 25; Run Like a Mother Race on May 10.

Lists of calls to make by the Board for recent donations were handed out to each member.

Update of Wireless Policy

A motion was made to approve the changes to the Wireless Policy which will allow wireless printing and patron logon without a library card. The motion was passed.

With no further business, the meeting was adjourned at 9:55 pm.

Respectfully submitted,
Leslie Vuilleumier
Executive Assistant