

Ridgefield Library Board Meeting  
February 27, 2017

Present: Amanda Bergen, Secretary; Michele Booth; Matt Byrnes; Steve DeMatteo; Magda Fincham; Rob Freeman; Tom Gerhard; Alison Greeley; Woody Harford; Dean Miller, Chair; Gary Rapp, Treasurer; David Yaun

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

Excused: Tizzie Mantione; Mary Mann Smith; Bob Whitton, Vice-Chair

**Call to Order**

Board Chair Dean Miller called the meeting to order at 7:30 PM in the Randolph Board Room at the Ridgefield Library.

**Approval of Minutes**

The minutes of the January 30, 2017 Library Board meeting were approved.

**Chairman's Announcement**

Chairman, Dean Miller thanked Gary Rapp for his great presentation to the Town's Board of Selectmen on the Library's FY 2017-18 budget. And to David Yaun, many thanks for bringing the Hot Stove fund raiser speaker, Gary Cohen to the Library. This event brought in \$12,000.

**Director's Report**

Brenda McKinley sent out her director report to the Board. There were no questions pertaining to this report.

The Children's Services Department Head position closed today. Brenda and Mary will start the interview process soon.

Brenda made the Board aware of two items they should know about. The first was a thread of comments on a site called Hello Ridgefield directed against the Children's drop-in story time for ages 3 and up. The second item was concerning an article in the New Canaan Advertiser where the New Canaan Library Director made some incorrect comparisons to the Ridgefield Library budget and surrounding town's budgets pertaining to salaries per capita.

**Staff Spotlight**

Sonta Frindt, Children's Services Library Assistant was present to give some insight on herself and what she does in the Children's Library. Sonta's background includes 20 years with a production company, volunteering in schools and libraries when she went part time to a Middle School Library part time job. She always wanted to work in a public library and happened upon

the job posting at the Ridgefield Library. She is currently getting her MLS online through SUNY.

She runs some book clubs in the Children's department, helps with Reader Advisory to students and dives into reading about new books for the younger set.

### **Friends Update**

Rhonda Hill, President of the Friends hosted a dinner to welcome Brenda McKinley last week. Mary Rindfleisch was also present and the evening was a huge success.

The Friends has some opened Board positions to fill.

The Friends are looking at the new Amazon policies on shipping which could affect their online sales.

### **Finance Committee**

The Finance Committee adopted Fiduciary Insurance coverage for the Board Treasurer and Library Director. Also adopted was Fiduciary and Crime coverage. Volunteer will also be covered under a Workman's Comp policy.

The Finance Committee is looking to modify the asset allocation in the investment policy, shifting the equities exposure range. The change will be made to the policy and emailed to the Board Members for an approval vote. The committee wants to get this in place sooner than the next Board Meeting to take advantage of some investment changes.

The current FY budget is trending positively mainly due to some position vacancies. This may not be the case in next year's budget.

### **Development**

Mary Rindfleisch requested the Board to supply their employer name for a grant that she is writing.

The Annual Appeal is ahead of last year's figures at this time, 69% of goal as compared to 61% last year. These numbers include only events that already have occurred. Gala monies are coming in slowly. There will be a fund raising portion at the gala this year. Lauren Bubniak, Director of Development thanked the Board Members for writing notes on the Gala Invitations.

Fairfield County Giving Day will be on March 9. The Board agreed to participate in the midnight Power Hour in hopes of getting a \$1,000 prize.

A brainstorming discussion concerning the FY 17-18 Income Stretch produced ideas for money making events. They were: Golf tournament, Jazz Event/Music Series, an event to target 20 something yr. olds, Food/Vending machines, Magic Series, Sports Event, Escape the Box, tutoring income, Public use of Tech Center, rental of building for media production purposes, Library Block Party with Food Trucks and a Ballard Park event such as a Horseshoe Tournament.

**Transition Committee**

The list of contacts given to Brenda McKinley, new Library Director of Ridgefield organizations included Board Members that may have an introduction to the director or head person. Brenda McKinley should contact the Library's Board Member first. They will help with the introduction. It was suggested that now would be a good time to go and meet the top donors that the Transition Committee worked with in hiring Brenda.

**Governance Committee**

The Vice Chair and Secretary positions on the Library Board will be open for the FY 17-18. The committee is looking for self-nominations to fill these spots.

The Library Director will be meeting with each of the Board Members to discuss their committee roles for the next FY.

It was suggested that a Building Committee and Strategic Plan Committee be added to the list of committees for the next FY.

There being no further business, the meeting adjourned at 9:15 pm.

Respectfully submitted,  
Leslie Vuilleumier  
Executive Assistant