

Ridgefield Library Board Meeting
January 22, 2018

Present: Michele Booth; Steve DeMatteo, Secretary; Rob Ellis; Rob Freeman; Tom Gerhard; Woody Harford; Tizzie Mantione; Dean Miller, Chair; Gary Rapp, Treasurer; David Yaun

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

Excused: Amanda Bergen; Matt Byrnes, Vice-Chair; Lynn Consentino; Magda Fincham; Alison Greeley; Jeroen van Beek

Call to Order

Board Chair Dean Miller called the meeting to order at 7:30 PM in the Dayton Program Room.

Approval of Minutes

The minutes of the December 18, 2017 Library Board meeting were approved.

Chairman's Announcements

Dean Miller asked the Board if anyone would object to moving the June 25th Board Meeting to June 18th. All agreed. The Town Clerk will be notified of this change along with Board Members not present.

Director's Report

Brenda McKinley's report was sent in the Board Packet. Brenda added that the Escape Room Sessions were well received and other Libraries will be coming in to get information about having one in their Libraries. Brenda asked the Board to make a motion for her to submit a grant application with the Historical Society, Keeler Tavern and the local DAR Chapter to obtain grant money for an early 2019 project. Motion was made, seconded, voted on and approved.

Staff Spotlight

Hope Cocchi (Library Shelver and Circulation Clerk) gave a presentation to the Board covering the Shelver's responsibilities and duties within the Library. She explained all the collections, what identifying stickers were attached to each collection item and where to locate them. One of her other responsibilities is to keep the Library's mascot (Miss Piggy Sue) up to date with appropriate seasonal attire.

Friends Update

Julie Yaun reported that the Friends gave each Library staff member a Chez Lenard Gift Certificate as a holiday gift.

With the online sale of the Penguin Classic Books in December 2017 was the best year yet for the Friends. They are working on getting photo caption approval from Ridgefield Supply who helped with the shipment of the books so they can publicize this sale. In the last six months of 2017, the Friends donated 10,276 books to non-profit groups.

The FORL have formed a website Committee to research other websites and revise the Friend's page on the new website.

For something fun to get to know the Board Members, Julie put together a "2 Truths and a Lie" quiz.

Finance Committee

Gary Rapp reported the finances are in a positive position. The consolidation of Investment Advisors is moving forward. The investments are doing well and strong growth is evident. The Form 990 was sent in the Board Packet. The Board will have the next month to review the 990 and a vote will be taken at the February Board meeting to approve it. The Budget has been submitted to the Town. It will be presented at the Town Board of Selectmen meeting sometime during the first week of February.

Development

Laureen Bubniak reported the Annual Appeal is a little above last year at year end. The Escape Room fund raising is going well and this event will be back on the calendar next January. The Nature's Temptation's fund raiser being held on Thursday, January 25th is sold out. There may be more of these events through the coming year. Fairfield County Community Giving Day is coming up on February 28th – March 1st. Laureen would like the Board to participate in the Power Hour again. Gallo's Guest Bartender and Karaoke night will be held again, Laureen is looking at May 17th as a possible date for the event. The Gala preparations for April 28 are in full swing. Sponsorship invitations for the Gala were mailed this week. Board members will be asked to supply personal notes to actual invitations soon. The LYL (Love Your Library) weekend is scheduled for September 28th – 29th.

Technology Committee

The website committee met with Miranda Creative last Thursday. They are gathering survey data over the next two weeks.

Strategic Planning

The Strategic Planning Committee continues to collect feedback from their Community Group meetings.

Community Pulse – Heard Around Town

An update came from the School Board meeting being held simultaneously with this Library Board meeting, that job cuts were being made to professional positions in the schools.

With no other business, the meeting adjourned at 9:10 PM.

Respectfully submitted,
Leslie Vuilleumier
Executive Assistant