

Ridgefield Library Board Meeting  
June 18, 2018

Present: Amanda Bergen; Michelle Booth; Steve DeMatteo, Secretary; Magda Fincham; Rob Freeman, Jr.; Tom Gerhard; Alison Greeley; Tizzie Mantione; Dean Miller, Chair; Gary Rapp, Treasurer; David Yaun

Others present: Brenda McKinley, Library Director; Laureen Bubniak, Director of Development; Julie Yaun, Friends of Ridgefield Library; Bill Magill, incoming Board Member

Excused: Matt Byrnes, Vice-Chair; Lynn Consentino; Rob Ellis; Woody Harford

### **Call to Order**

Board Chair Dean Miller called the meeting to order at 7:40 PM in the Dayton Program Room.

### **Approval of Minutes**

The minutes of the May 21, 2018 Library Board meeting were approved.

### **Chair's Announcements**

Chair Dean Miller announced there would be no July Board Meeting. He reminded the Board members of Mary Rindfleisch's memorial in Sherman, her hometown on July 15. Dean thanked all who came to the Gallo event and Poker night. He introduced Bill Magill, one of the new Board Members for FY 2018-19.

### **Director's Report**

Brenda McKinley's report was sent in the Board Packet. Brenda would like the Board to get back to her about their committee assignments.

The Assistant Director Search continues. There were 16 applicants, with 6 first round interviews. Second round interviews start this week for 3 applicants. She hopes to make an offer by the end of next week.

New Board Member orientation took place on June 11.

### **Friends Update**

Julie Yaun announced that Cris Nichols received an individual achievement award from the Friends of Connecticut because of her work with the FORL book sale. The FORL had their annual meeting and dinner with 42 members attending. May's internet sales brought in \$5K.

### **Finance Committee**

Gary Rapp reported that investments were up 1% in May and 1.25% in June. All assets have now been consolidated into the UBS account. It was a good year with the budget bringing in more than expected. Therefore, the draw from our investments may be very small as compared to previous years. A motion was made to only draw up to \$65K from the non-restricted account by August 31 if needed. It was seconded, voted on and approved.

### **Development Committee**

Laureen Bubniak reported that the gala cleared \$157K. The Gallo Guest bartender Night brought in \$3,200. Poker Night was a huge success with 75 attendees playing for 35 charities. The winning charity was the Stamford Boys & Girls Club.

Other events coming up: Month of July – Bareburger 10% of bill fundraiser for the Library; August – RidgeCon; September – Maryfrances Metrick event and Love Your Library Weekend on September 28 & 29 which will include Fore Your Library on Friday Night. There will be a new event that weekend to include the teens on Saturday night.

### **Technology Committee**

The Website Project continues with a kick-off meeting with Library Market and Miranda Creative. The staff continues to update their web pages. The launch date is scheduled for mid-September.

### **Strategic Planning**

Meetings with the staff, department heads and individuals will be next on the schedule to work on goals. The Board will work on longer term goals at the retreat in the fall. A strategic planning handout was distributed.

### **Community Pulse – Heard Around Town**

A few items were brought up:

- Brenda and Lesley Lambton attended a focus group for the Schlumberger Project to create an outdoor space for programs to be used by the town. The Library remained neutral in their views of the project.
- The Ridgefield Boys Running Team which included Peter Coffin's son went to Nationals.

### **Executive Session**

The Board then went into Executive Session to discuss a personnel matter at 8:50 PM and resumed the meeting at 9:00 PM

### **Governance Committee**

Gary Rapp recognized the outgoing Board Members – Dean Miller, Amanda Bergen and Matt Byrnes. He thanked them for their dedication. Each were given a token of the Board's appreciation.

The next board meeting will be on August 27th.

With no other business, the meeting adjourned at 9:00 PM.

Respectfully submitted,  
Leslie Vuilleumier  
Executive Assistant