

Ridgefield Library Board Meeting  
June 26, 2017

Present: Steve DeMatteo, Secretary; Michele Booth; Matt Byrnes; Rob Freeman; Magda Fincham; Tom Gerhard; Alison Greeley; Tizzie Mantione; Dean Miller, Chair; Gary Rapp, Treasurer; Mary Mann Smith; Bob Whitton, Vice-Chair; David Yaun

Others present: Brenda McKinley, Library Director; Mary Rindfleisch, Assistant Director; Lauren Bubniak, Director of Development; Julie Yaun, Friends of Ridgefield Library; Leslie Vuilleumier, Executive Assistant; Christie Mitchell, Adult Services Librarian; Incoming 2017-18 Board Members, Jeroen van Beek and Lynn Consentino

Excused: Amanda Bergen; Woody Harford

**Call to Order**

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

**Approval of Minutes**

The minutes of the May 22, 2017 Library Board meeting were approved with corrections.

**Chairman's Announcements**

The Committee assignments have been made and a copy of the committees was distributed. The July Board meeting has been cancelled with the next one scheduled for August 28. The Gallo Bartender's Night was a huge success.

**Director's Report**

Brenda McKinley welcomed two new Board Members: Jeroen van Beek and Lynn Consentino. The new Board Member orientation was completed. Grant requests are going out to Laszig Foundation and the Ridgefield Rotary Club.

Brenda will be on vacation for two weeks in July.

Forms for the Donor Confidentiality and Conflict of Interest were circulated and the Board was asked to sign and return them to Brenda. A reminder to all members was given to renew their Friends of the Ridgefield Library (FORL) membership.

After meeting with Bob Jewel, Peter Coffin, Rudy Marconi and John Kinnear, it was determined that more discussion on the RMAC's gift to the Library for a stage or gazebo on the front lawn should be explored.

**Staff Spotlight**

Christie Mitchell gave a brief personal and educational history of herself and enlightened the Board of her duties at the Adult Service Desk. Some of which are: assisting patrons with research, business and financial topics.

**Friends Update**

Julie Yaun announced the proceeds from the Children's Book Sale and the General Book Sale held in May came to \$21,700. The FORL donated 500 books to a CT school to start a new Library and books were shipped to 5 military groups.

The Friends will be providing 12 baskets for the Adult Summer Reading program. They will be partnering with Meals on Wheels during Summer Fest in Ballard Park.

Julie Yaun is now officially the new FORL President and Betsy Fitzpatrick is Secretary.

**Finance Committee**

Gary Rapp, Treasurer reported income was up over expenses and thanked Lauren for her unending drive to bring in donations. Any cash in hand at the end of the fiscal year will go back into investment. Investments have gone up during the month May. John Cooney has resigned from the Finance Committee and Bill Magill will take his place.

A motion was made to draw \$155K from investments in two amounts, to be paid up fully in September for expenses. The motion was seconded, voted on and passed.

**Development**

Lauren Bubniak thanked Mary Mann Smith, Development Chairperson for her help during the past year along with Bob Whitton as mentor. Lauren will be sending out one last email to request donations before the end of the fiscal year.

The LYL weekend, September 15 & 16 will have a mini-golf event in the Library. During the evening of September 15, there will be an adult only version with a family and kid's version on Saturday throughout the building. A Hole Sponsorship form is available online. Events will be held all around town on Saturday. Lauren asked that the Board replace their old car magnets for LYL with new ones distributed at the meeting.

Paint Night on July 11 is sold out. It should be an exciting evening for the ladies signed up.

**Strategic Planning**

Alison Greeley, Rob Freeman and Brenda McKinley have meet. They plan to meet with the entire committee at the end of the summer. Discussion with the entire Board will take place at the September retreat.

**Appreciation of Exiting Board Members**

Bob Whitton and Mary Mann Smith were honored with a parting gift from the Board for their tireless work during the past years as Board Members. Mary will still be involved and Laureen hopes that Bob will continue to help with the Annual Report.

There being no further business, the meeting adjourned at 9:10 PM.

Respectfully submitted,  
Leslie Vuilleumier  
Executive Assistant