

Ridgefield Library Board Meeting
March 21, 2016

Present: Amanda Bergen; Michele Booth; Marc Colamaria (Board Chair); Rob Ellis; Tom Gerhard; Dean Miller; Mary Mann Smith; Bob Whitton; David Yaun

Others present: Chris Nolan, Library Director; Mary Rindfleisch, Assistant Director; Laureen Bubniak, Director of Development; Leslie Vuilleumier, Executive Assistant; Lesley Lambton, Adult Program Coordinator

Excused: Matt Byrnes; Magda Fincham; Woody Harford; George Nichols; Gary Rapp

Call to Order

Board Chair Marc Colamaria called the Board meeting to order at 7:35 pm on March 21, 2016 in the Dayton Program Room at the Ridgefield Library.

Approval of Minutes

The minutes of the February 22, 2016 Library Board meeting were approved.

Friends of the Ridgefield Library (FORL)

Laureen Bubniak reported for Julie Yaun who was not present. The FORL continue to sort books and internet sales are steady. Each month books are given to two food pantries in town. The Friends are testing a new credit card reader in preparation for the next book sale. The Children's Book sale will run May 6 – 8 and the general book sale May 13- 16. On May 17, books are given to non-profit groups. The Fall Book sale has been scheduled for the Children's sale on Oct. 14 – 16 and the general book sale on Oct. 21-24 followed by the non-profit giveaway day on Oct. 25. The Friends plan to be at the Spring Stroll with paperbacks and videos.

Chairman's Announcement

Marc Colamaria, Board Chair announced the May Board meeting will be held May 25 in the Randolph Board Room instead of on May 23.

The Ridgefield Board of Selectmen (BOS) will be meeting the week of April 28 and handing off the town budgets over to the Board of Finance (BOF). The Library request of \$40K for hiring a special search firm to guide the hire of a new Library Director was cut by \$15K. The Capital request of \$45K for a website redesign was cut by \$15K. No cuts have been made by the BOS to the Library's Operating Budget. The BOF may impose cuts on the Operating Budget or the Capital request once they meet.

Staff Spotlight

Lesley Lambton, Adult Program Coordinator presented to the Board. She explained the budget and funding for providing Adult Programming along with an overview of the department. Graphs of statistics concerning Number of people attending programs and the number of programs offered showed an upward swing over the past several years. A very long list of program partners and co-sponsors were presented. Lesley announced several big initiatives were

coming up such as the Noreen Papa Series aimed at mothers and a STEAM symposium called Full Steam Ahead mid-September in conjunction with the Aldrich Museum.

Finance Committee

Dean Miller restated the public forums with the Board of Finance begin on Monday, March 28. Jill Bornstein is leaving the BOF and Mike Raduazzo will be replacing her. The committee wants to meet with him to acquaint him with the Library's Operating Budget and needs. The Financials for February are a little ahead of projected.

Development Committees

Endowment – The initial round of meetings with prospective donors is wrapping up with follow-up meetings in April. At the committee's last meeting discussion of a standalone Ridgefield Library Giving Day took place. A date of Oct 1 was proposed and the committee is working on ideas for that day's event.

Development – Approximately \$30K was donated in February for the Annual Appeal which is 71% of the projected goal. The Gala is coming up on April 9 with reservations and donations coming in. The Gallo Guest Bartender night will be held on May 26.

The Fairfield County Giving Day was a success. The Library was one donation away from a \$1,000 bonus. The Library will try to get that bonus next year.

Jen Branstrom, the Development Associate will be leaving the Ridgefield Library staff. The job has been posted on the Library website and will be appearing in the Ridgefield Press and Danbury News Times in the next week.

Update of the Search

The Search Committee met with two Search firms last week. Either firm would work out well. A recommendation will be made at the April meeting with a projected date to start of June 1.

Chris Nolan reported that Liz Kelly came to the Library's Staff Meeting on Friday, March 18 to update the group on the Search Committee's progress.

Governance Committee

For FY 2016-2107, there will be five openings on the Library Board. The Ridgefield Press ad on March 10 brought in eight applications. Chris Nolan is meeting with the candidates for an initial meeting then the committee will interview them.

The Slate of Officers for next year's Board are Chair – Dean Miller, Treasurer – Gary Rapp, Secretary and Vice Chair are open with Bob Whitton agreeing to either position. The members of the Board were urged to look over the job descriptions handed out if they would like to be nominated.

Communications Committee

The Library User survey has gone out to the town. Already there have been 215 responses. April 10 is the deadline. Results from the survey will be a resource for the new Library Director.

There being no further business, the meeting adjourned at 8:45 pm.

Respectfully submitted,
Leslie Vuilleumier
Executive Assistant