

Ridgefield Library Board Meeting  
May 21, 2018

Present: Amanda Bergen; Lynn Consentino; Steve DeMatteo, Secretary; Rob Ellis; Rob Freeman, Jr.; Tom Gerhard; Alison Greeley; Woody Harford; Dean Miller, Chair; Gary Rapp, Treasurer

Others present: Brenda McKinley, Library Director; Laureen Bubniak, Director of Development; Leslie Vuilleumier, Executive Assistant

Excused: Michelle Booth; Matt Byrnes, Vice-Chair; Magda Fincham; Tizzie Mantione; David Yaun; Julie Yaun, Friends of Ridgefield Library

### **Call to Order**

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

### **Approval of Minutes**

The minutes of the April 23, 2018 Library Board meeting were approved.

### **Chair's Announcements**

Chair Dean Miller thanked all board members who attended the Open House for Mary Rindfleisch. Joe Keneally, Mary's husband appreciated the event and all those who attended. There will be another memorial in Sherman on July 15 for her family, hometown and Library friends. Board members are reminded that requests or ideas requiring staff time should go through Brenda McKinley, Library Director. Dean reminded all of the Gallo Night on May 24 and the Poker Night on June 7. Please ask your friends to participate.

### **Director's Report**

Brenda McKinley's report was sent in the Board Packet. Brenda added they are moving forward to hire an Assistant Director. The ad for the position closes on June 1. First round interviews will be with Brenda McKinley, Laureen Bubniak and Leslie Vuilleumier. Second interviews will be with Department Heads and possibly Gary Rapp, if available. Brenda is looking to have someone in place by end of July/beginning of August.

### **Friends Update**

Laureen Bubniak gave the Friends update from Julie Yaun. The Friends May book sale brought in \$6,600 at the children's sale and \$11,790 from the general sale.

### **Finance Committee**

On May 3, two representatives from Bar Harbor came to visit the Library and gave an investment presentation. They were given a tour of the Library and were quite impressed. Gary also took them on a quick tour of the downtown area. They are planning on making this an annual event.

At the town meeting on May 7, the 2018-19 capital request (\$20K for security upgrades and \$22K for technology) was approved by voters. The town vote on May 15 approved the Library's 2018-2019 budget request.

The 2017-18 Library budget is \$66K to the plus side. Investments were up slightly in April and the consolidation of assets is completed.

### **Governance Committee**

The four candidates – Carrie Wells, Paul Mellinger, Bill Magill and John Bennett are still awaiting a meeting with Rudy Marconi for his approval. The new Board member orientation is tentatively scheduled for June 11.

### **Development Committee**

Laureen Bubniak reported that the gala has brought in \$157K. They are starting to talk about the honoree for next year. On May 12, The Ancona's Wine Event brought in \$1,200.

Other events coming up: May 24 – Guest Bartender Night at Gallo; May 29 – Nature's Temptations Tapas evening; June 7 – Poker tournament at Waccabuc Country Club; 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.

### **Technology Committee**

Miranda Creative sent the content editing requirements for the new Website. Library staff are working on the content. design work will begin once the content is sent. A kick-off meeting with Library Market for the new calendar software is on June 5. Both products are due to launch in September.

### **Strategic Planning**

The new Vision, Mission, Values and Objectives were handed out in the Board packet. A motion was made to accept them, voted on and approved. Brenda will work with the staff on the short-term goals. It was suggested that an alternative marketing technique be used to acquire large gifts instead of pursuing an endowment fund raising.

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

A few items were brought up:

- Due to the number of snow days to be made up, finals may be cancelled.
- With the recent power outage from the storm, our door counts were over 1,400 a day. Wireless use counts were 600-700.

The next board meeting will be on June 18<sup>th</sup>. There will not be a July meeting but will be an August meeting.

With no other business, the meeting adjourned at 8:50 PM.

Respectfully submitted,  
Leslie Vuilleumier  
Executive Assistant