

Ridgefield Library Board Meeting
May 25, 2016

Present: Michele Booth; Marc Colamaria (Board Chair); Rob Ellis; Magda Fincham; Tom Gerhard; Dean Miller; Gary Rapp; Mary Mann Smith;
Bob Whitton; David & Julie Yaun

Others present: Chris Nolan, Library Director; Mary Rindfleisch, Assistant Director; Laureen Bubniak, Director of Development; Leslie Vuilleumier, Executive Assistant, Alison Greeley, incoming Board Member

Excused: Amanda Bergen; Matt Byrnes; Woody Harford; George Nichols

Call to Order

Board Chair Marc Colamaria called the Board meeting to order at 7:36 pm on May 25, 2016 in the Randolph Board Room at the Ridgefield Library.

Approval of Minutes

The minutes of the March 21, 2016 and April 25, 2016 Library Board meeting were approved with corrections.

Chairman's Announcement

No announcements.

Friends of the Ridgefield Library (FORL)

Julie Yuan reported for the Friends of the Ridgefield Library. The Friends made \$800 from selling books using the stone wall during the Spring Stroll. This required minimum effort with a nice return. The most recent sale of children's materials and adult materials netted \$16,500—substantially more than previous book sales. These recent sales used the “Square” technology very successfully. Under Julie's direction, more than 8,000 of the residual books were given free to good homes. Julie has worked hard to find non-profits, low income housing venues, veterans, and needy schools that are interested in these books.

The Friends will be having their Annual Meeting on Monday, June 6 with drinks and appetizers starting at 6 PM and dinner being served at 7 PM. Please RSVP to Marie Pinchbeck if you are attending.

Finance Committee

In reviewing the monthly financials, the income and expenses are in good shape. A review of the natural gas contract is disappointing. We are locked into our contract until July 2017. The Town Budget has passed which means the Library's Operating Budget passed. The request for additional funds to update the website (\$45K) was turned down. The second request for \$40K towards the new Director search had \$15K cut, leaving \$30K for this purpose.

Development Committees

Development – A new Fund Raising Assistant has been hired. Her name is Connie Marsala. She starts work on May 26 just in time for the Bartender Night at Gallo. Board Members will be bartending with a Karaoke session. Rob Ellis will be the M.C. Gallo shares 10% of all the food purchased when the Library is mentioned and the Library gets all of the bar tips.

The Gala profit continues to rise to \$104K. There is still money to be sent in. Lauren Bubniak, Development Director, will send out a follow-up.

The Annual Appeal is at 92% of its goal and has \$34,415 to raise before June 30. In past years, this amount has been about the same at this time of year. The committee is confident that this amount can be brought in during the last few weeks of the FY.

Ladies Night Out is scheduled for the third week in July. Raffles are planned for the evening with BYOB and appetizers.

Endowment - During the joint Communications/Development meeting, “Love Your Library” has become part of the Endowment initiative. This LYL is scheduled for October 1. Subcommittees are being set up with designated tasks. The next Committee Meeting is June 20 at 6:30 PM.

Update of the Search

Dean Miller, Vice Chair, and member of the Library’s Search Committee reported for Matt Byrnes. There is a low response from the email invitations to attend the June 1 Town Hall meeting. A reminder email will be sent out. The search firm of Bradbury, Gossage, Sager has been hired and will be in Ridgefield for the next Board Meeting to meet with a number of stakeholders.

Governance Committee

The Slate of Officers for the 2016-27 Board are: Dean Miller, Chair; Bob Whitton, Vice-Chair; Gary Rapp, Treasurer; and Amanda Bergen, Secretary. A motion was made to accept this slate, seconded, voted on and approved unanimously.

Communications Committee

Bob Whitton looked at the Survey Monkey from the recent survey. A total of 413 responses were collected. Bob will prepare a write-up that explains the results.

Staff Spotlight

Leslie Vuilleumier gave a short overview of her duties at the Library. Her main duties are Human Resources, Passport Administrator, Assistant to the Director and Assistant Director and Facilities Manager.

Library Director’s Report

The Library Director asked if there were any comments or questions pertaining to the Library Director’s Report.

There being no further business, the meeting adjourned at 8:50 pm.

Respectfully submitted,
Leslie Vuilleumier
Executive Assistant