

Ridgefield Library Board Meeting  
October 26, 2015

Present: Amanda Bergen; Matt Byrnes; Marc Colamaria (Board Chair); Shane Casey; Magda Fincham; Tom Gerhard; Woody Harford; Dean Miller; George Nichols; Gary Rapp; Bob Whitton; David Yaun

Others present: Chris Nolan, Library Director; Mary Rindfleisch, Assistant Director; Laureen Bubniak, Director of Development; Leslie Vuilleumier, Executive Assistant; Rhonda Hill, Friends of the Ridgefield Library; Liz Kelly, Former Board Member

Excused: Michele Booth; Rob Ellis; Mary Mann Smith; Barbara Safran

**Call to Order**

Board Chair Marc Colamaria called the Board meeting to order at 7:30 pm on October 26, 2015 in the Randolph Board Room at the Ridgefield Library.

**Approval of Minutes**

The minutes of the September 28, 2015 Library Board meeting were approved with corrections.

**Friends of the Ridgefield Library**

Rhonda Hill, President of the Friends reported the Friends Book Sale ended today. She estimates the Book Sale brought in \$19,000 including the Children's Book Sale held the previous week. Internet Sales have made more money than the current Book Sale for this fiscal year.

Rhonda and Chris Nolan, Library Director recently returned from a trip down South. They took 100 pounds of books to the Pass Christian Library that was destroyed in Hurricane Sandy. They had a tour of the newly built Library from the former Library Director, Sally James.

**Chairman's Announcement**

Marc Colamaria, Board Chair welcomed George Nichols back from a serious illness.

Marc announced that Chris Nolan received Barbara Safran's letter of resignation from the Library Board due to personal reasons.

**Search Committee Exercise**

It was moved and seconded for the Board to move into executive session for purposes of a search committee exercise. Approval was unanimous. Only the Board proper and Liz Kelly as part of the Committee remained. Rhonda Hill, Mary Rindfleisch, Leslie Vuilleumier, Laureen Bubniak and Chris Nolan left the room.

The Board went into executive session. After their discussion, the meeting reconvened.

**Audit Committee**

A motion to accept the audit as presented was made; Matt Byrnes moved to accept the motion;

Amanda Bergen second it. The motion was voted on and approved. Copies of the Audit were requested by Dean Miller, Bob Whitton and Gary Rapp. Five extra copies will remain on file.

### **Endowment and Development Committees**

Endowment – A fund raising training session was held with the Board Members on October 20. The Endowment Committee is working with Liz Marcus on an Endowment logo and case statement.

Development – Laureen Bubniak passed out the dashboard. The Spin-raiser made \$2,100. Upcoming events are the Wild Game Dinner at Woody Harford’s house. Woody, Shane Casey and Marc Colamaria are working to get 65 people signed up for the event. Books on the Common will give 15% of purchases made showing a Library Card over Thanksgiving weekend back to the Library. Laureen asked for Board Members to stand outside the store and remind people to show their Library Cards when purchasing. At the Holiday Stroll, Board Members will be manning a wrapping station in the Morris Building for shoppers. In March 2016, the Library will be participating in the “Giving Day”.

Laureen thanked the Board Members for writing notes for the Annual Appeal mailing going out soon.

### **Finance Committee**

Looking at the Library’s financial position at this date, the expenses are under and the revenues are over what was expected due to the payroll changes, contracts and the development expenses. Passport income for this FY is \$3,100 to date.

### **Update on Library Store**

Sales continue and have brought in \$700. Library themed greeting cards and external recharging devices have been ordered to add to the Library Store.

### **Communications Committee**

Amanda Bergen and her committee are developing Program Guidelines for Board Members when they speak to the public at the beginning of our Library events and programs. Amanda met with Alex Isley about a new website. Matt Byrnes and George Nichols will provide Amanda with some other companies to contact for website development. The Committee is working on educating the town on the Library’s funding.

There being no further business, the meeting adjourned at 9:40 pm.

Respectfully submitted,  
Leslie Vuilleumier  
Executive Assistant