

Ridgefield Library Board Meeting
October 27, 2014

Present: Amanda Bergen; Matt Byrnes; Shane Casey; Marc Colamaria (Board Chair); Rob Ellis; Woody Harford; Liz Kelly; Dean Miller; George Nichols; Gary Rapp; Bob Whitton

Others present: Chris Nolan, Library Director; Laureen Bubniak, Director of Development; Leslie Vuilleumier, Executive Assistant; Rhonda Hill, Friends of the Ridgefield Library President; Mark Connelly, President of Fairfield County Bank Insurance Services; Jim Piro, Fairfield County Bank Insurance Services.

Excused: Philip Lodewick; David Schaffer; Mary Mann Smith; David Yaun; Mary Rindfleisch, Assistant Director

Call to Order

Board Chair Marc Colamaria called the Board meeting to order at 7:40 pm on August 25, 2014 in the Leir Children's Program Room.

Approval of Minutes

The minutes of the September 29, 2014 Library Board meeting were approved.

.

Review of Director's and Officer's Insurance

Mark Connelly and Jim Piro from the Fairfield County Bank Insurance Services spoke to the Board of Directors about the Ridgefield Library's insurance coverage. With the renewal coming up in December this was a timely discussion.

Chairman's Announcements

Chair Marc Colamaria read a thank you letter he received from George Leeman expressing his gratitude to Chris Nolan for the tour she gave to the Ridgefield High School Class of 1964 on the occasion of their 50th class reunion.

Friends Update

Rhonda Hill, President of the Friends reported the Fall Book Sale has just taken place. There was overwhelming positive feedback on the set-up and location in the Lower Level of the new building. Over 490 volunteer hours for set-up and sales, 625 sorting hours prior to the sale and a 1,000 internet hours per year went into this year's sale. This year's sales exceeded last Fall's sales. They gave away over 600 books to other 501c3 organizations.

As a result of their successful internet sales, the Friends will be giving a workshop to other interested libraries on their process of handling internet sales on November 6.

A news article on the Friends will be sent to the Ridgefield Press for publication by a member of the Communications Committee.

Development Update

The Dashboard was passed out. The next few fundraising events scheduled are: Camp Snooze on Nov 8-9 and 15-16, the Wild Game Dinner on Nov 13, the Downton Abbey Event on Dec 7, the Guardian Society Kick-off on Nov 9 with a tour of the Prospector. This year's Great Expectation's honorees are Nick and Anita Donofrio. Laureen Bubniak is looking for Board Members to volunteer at these events. Other event planning in progress are a trivia event for High School students and 3 sports events.

The Wall of Donors signage will be replaced at the end of the year with a permanent list. There will be one last call for anyone interested in having their name on the wall.

The Raised to Date amount for the Capital Campaign has not changed much from last month.

Finance

Work has started on the FY16 budget. There will be a meeting in November to have further discussion on the budget.

Audit Committee

The Committee met last week. They received a clean, unmodified audit. The Library required a Single State Audit this year due to the State Library Grant having to do with the \$500,000 from the state. We will receive a letter of representation soon.

Communications Committee

The committee has met several times. They will be working on a letter to the editor about the upcoming appeal. The Development Committee would like to meet with them about promoting donors from last year.

Emerging Trends

This committee has just had their second meeting. Nothing to report at this time.

Governance Committee

The Committee is working on replacing Lorraine Mellon who has just moved to North Carolina. Gary Rapp has taken her spot on the Governance Committee. Lorraine's position as Secretary will be filled by the end of the year. Two more Board members will be going off the board at the end of June 2015, leaving three places to be filled.

The Committee is working on a Board Self Evaluation. Each board member will complete two assessments. These will be handed out at the November Board Meeting and collected at the December meeting. Philip Lodewick will prepare a summary of the results.

With no further business, the meeting was adjourned at 9:25 pm.

Respectfully submitted,
Leslie Vuilleumier
Executive Assistant