

Ridgefield Library Board  
April 28, 2008

Present: Peter Authier; Melissa Buckwalter; Peter Coffin; Barbara Dobbin; Tom Hoban; Abigail Cahill Kagan; Mark Meachem; Liz Montanari; Brian Oren; Bob Payne; Beverley Rogers; Bruce Ruehl

Excused: Eileen Walker

Others present: Director Christina Nolan (ex-officio); Library Director; Mary Rindfleisch, Assistant Library Director; Bob Leavitt, Friends of Ridgefield Library, President.

The Meeting of the Ridgefield Library Board was called to order at 6:40 pm in the Dayton Program Room of the Ridgefield Library by Board Chair Peter Coffin.

Minutes of the Meeting of March 24, 2008 and April 6, 2008 were approved as corrected. Motion made by Barbara Dobbin and seconded. Motion carried.

Chairman's Announcements

Chair Coffin commented on the article in the Ridgefield Press concerning the Board of Finance's decision to defer the library referendum to go to public vote in May 2008. The article was coupled with coverage of the Annual Social and the Paccadolmi Awards and came off sounding very positive. Our formation of an Operations Committee adds realism to this process by diving deeper into our current and future budgets. Tom Hoban and Liz Montanari are co-chairs of this group. Additional members are Bruce Ruehl, Melissa Buckwalter and Lori Dowling. They have a goal to report out by our retreat on June 23. While this committee is not a "magic bullet" that can solve all our problems, it does allow us to present a sound picture of our operating costs with considerable thoughts to revenues and costs.

Reminder of our upcoming retreat: to be held on Monday June 23 from 4 pm until 9 pm. Details to follow.

Chair Coffin also noted the meeting on April 29 pertaining to the parking study of the CBD zone which will be held at the Playhouse. Barbara Dobbin will be attending this on our behalf.

Consent Agenda

The Consent Agenda was brought for adoption. The items included are: Library Director's Report, Building Committee Report and the Project Advisory Report. This was moved for approval by Peter Authier and seconded by Cloris Pearson. Motion carried.

Friends of the Library

Bob Leavitt, President of the Friends of the Ridgefield Library, mentioned that the Friends are considering acting as our Political Action Committee for purposes of the anticipated referendum.

Bob Leavitt mentioned the success of the Ridgefield Writes! celebration and that the Friends were delighted to be sponsors of the final reception.

In addition, he reminded the Board of the upcoming book sale on May 16, 17, 18 & 19 with the preview on May 15.

Finance Committee

The Finance Committee reviewed the latest quarterly investment report and has found the asset allocation to be acceptable at this time.

The Finance Committee considered an authorization of \$230K for design development for architectural fees. It is understood that this money is included within the negotiated fee with HSNP. It was so moved by Peter Authier and seconded by Barbara Dobbin. Motion carried. HSNP will be authorized to complete the design development phase as this will be necessary for Planning and Zoning approval.

Operations Committee

Tom Hoban reported that he and Liz Montanari will co-chair this. They will be working in executive session and be using others as resources. This is an excellent opportunity to prove that the Library is a good steward of public money.

Community Involvement

Abigail Cahill Kagan reported that there are about 25 really committed individuals working on sub-committees that are divided basically by age range of their children. The names of the sub groups are: Up and Comers, Highlights, On Beyond and the Younger Set. They have come up with some fantastic easy to implement ideas. One of these is the Home Delivery of books for homebound individuals that will be initiated in June. Bedtime Stories during the summer months are also underway. Another great idea from these groups is a Fall in Love with the Library planned for an autumn Saturday with card sign up and activities on the front lawn.

Development

Chair Liz Montanari reported that the annual Library Social was a huge success. The multigenerational aspect was especially appealing because the Gutter twins are such good role models for early volunteering. The costs for this event were modest.

The most current data indicates we have exceeded our appeal goal for the year. That goal was \$170,000 and we have brought in just under \$180,000. This is outstanding news as the Parents Appeal is still to happen. That appeal will be sent out in June.

The Development Committee is investigating ways to generate revenue.

Nominating

Tom Hoban is this year's Chair of the Nominating Committee. We have put a notice in the paper to encourage self-nominations. We should be looking for persons who can increase our constituencies.

Campaign Fundraising Committee

We have completed several "rate and screen" sessions and will be doing more. A Bi-Weekly Solicitation group has been formed as a sub-set of Campaign Fundraising. They are meeting to begin the private fundraising.

Melissa Buckwalter, Chair of Campaign Fundraising, reviewed the input from the Board on naming opportunities. The Cabinet reviewed this as well. Both groups brought forth a

APPROVED

recommendation for Board consideration on Naming Opportunities and Recognition of Campaign Donations. It was moved by Melissa Buckwalter and seconded by Brian Oren to be adopted by the Board. Motion carried.

Melissa Buckwalter also noted that a sub-committee on the design aspects of recognition is working: Olena, Liz Montanari and Laurie McGavin Bachmann.

Chair Coffin ended the meeting by giving Mary Rindfleisch praise for the success of Ridgefield Writes! By all accounts this was a tremendous success---enjoyed by many and beautifully organized. Mary Rindfleisch and Lesley Lambton did a wonderful job of creating a meaningful celebration for the town's 300<sup>th</sup> that really reflects the literary riches Ridgefield has enjoyed.

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

Recorded and respectfully submitted,  
Christina B. Nolan, Library Director