

Ridgefield Library Board  
June 23, 2008

Present: Peter Coffin, Chair; Melissa Buckwalter; Barbara Dobbin; Lori Dowling; Thomas Hoban; Abigail Cahill Kagan; Mark Meachem; Liz Montanari; Rober Payne Beverley Rogers; Eileen Walker

Excused: Peter Authier; Brian Oren; Cloris Pearson; Bruce Ruehl

Others present: Director Christina Nolan (ex-officio); Library Director; Mary Rindfleisch, Assistant Library Director; Carroll Brewster, emeritus; Bob Leavitt, Friends of Ridgefield Library, President; Kerri Glass, Goldstone Foundation; Rebecca Bryan, R. Bryan Associates.

The Annual Meeting of the Ridgefield Library Board was called to order at 4:10 pm in the Leir Center, 224 Branchville Road, Ridgefield by Board Chair Peter Coffin.

Chairman's Announcements

Chair Coffin provided opening remarks and the Year in Review with an overview of a very exceptional year. In addition to all the work that was done on the building project, the Library remained very actively committed to serving the community in an outstanding fashion. Many accomplishments were cited. There is a lot to be proud of. We have built many new relationships from the expansion of the Technology Advisory Board and the Project Advisory Board. We have strengthened our relationship with the Friends. We were a well-appreciated strong participant in the Town's 300<sup>th</sup> with Ridgefield Writes.

Campaign Chair Remarks

Steve Goldstone, Campaign Chair, joined us via phone. His remarks were supportive of the work that has been done and he continues to support us in the work ahead. The Do-ability of the Campaign as we had envisioned it has changed. The need to address the physical facility of the Library hasn't.

Chair Peter Coffin called the business portion of the Annual Meeting to order at 4:35 pm.

Approval of Minutes

The Minutes of May 19 were approved with the correction of Lori Dowling's first name being reflected as Lori , not Laurie. Motion to accept, with the stated correction, was unanimous.

Adoption of 2008-2009 Operating Budget

Melissa Buckwalter of the Finance Committee presented the 2008-2009 Operating Budget for consideration. In preparing the Operating Budget, a detailed staffing analysis was provided. Since submitting the Proposed Operating Budget for 2008-2009 we have trimmed more than \$70K from the budget. In bringing forth this balanced budget, the Finance Committee used some staff recommendations and made some additional changes. The presentation of the information along with the notes provided is very clear. One change embedded in this is a change from a daily overdue charge of ten cents per day for books to twenty-five cents per day for books. This change will go into effect as of July 1. This is expected to bring in some additional revenue. Presently we bring in about

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\$50K in fines on a daily basis. Additional revenue brought in with fines due to the rate increase will be monitored quarterly and if it exceeds our projections will be applied to augment the technology area. It is hoped that technology improvements will be choices that help to increase efficiency. Discussion followed. It was recommended that the Board adopt the Operating Budget for 2008-2009, seconded by Barbara Dobbin. Motion carried.

Operations Committee

Liz Montanari distributed a report of the Operations Committee. The urgency of this work is clear. The group will continue to examine all cost efficiencies. The Committee is working well with staff to make this a team effort. Cost/benefit comparisons will be challenged and explored.

Peter Coffin presented a gift to Chris Nolan and to Mary Rindfleisch in recognition of appreciation.

The Annual Meeting was adjourned at 5:25 pm.

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