

Ridgefield Library Board
September 22, 2008

Present: Peter Authier, Peter Coffin, Chair; Barbara Dobbin; Lori Dowling; Tom Hoban; Abigail Cahill Kagan; Brian Oren; Bob Payne; Beverley Rogers; Bruce Ruehl; Eileen Walker

Excused: Melissa Buckwalter, Mark Meachem, Cloris Pearson

Others present: Christina Nolan (ex-officio), Library Director; Mary Rindfleisch, Assistant Library Director; Hope Swenson, emeritus; Dee Pantano, Executive Assistant

The meeting of the Ridgefield Library Board was called to order at 7:30 p.m. in the Ridgefield Library by Board Chair Peter Coffin. The Board met in Executive session for 30 minutes, and reconvened at 8:00 p.m.

Minutes of the Meeting of August 25, 2008 were approved. Motion carried.

Chairman's Announcements

Chair Coffin thanked Hope Swenson for attending as well as her ongoing support and guidance. Abigail was thanked for leading the very successful "Fall for the Library" event on Sept. 7th. Chair Coffin also offered thanks to Kerri Glass and Steve Goldstone of the Goldstone Family Foundation for their generous sponsorship of the Library Development Roundtable held on September 12th.

Save the date for annual BOD dinner on Sunday, November 2nd. Chris has secured Irving Wladawsky-Berger from IBM as the speaker. We still need to identify the venue.

Development Roundtable

Library staff and Board members from nine libraries met on September 12th to share development ideas and information on annual appeals, donor requests, and strategies for growth. Rebecca Bryan facilitated the program. This info sharing session was well received; target quarterly meetings. Of note are the different demographics and experience of the participants.

Library Director's Report

Chris distributed the LD report. Motion to approve. Motion carried. The next CT Library Board (ACLB) meeting is scheduled for October 31st.

Finance Committee

There was no Finance Committee meeting.

Committee Assignments

The number of committees were scaled back, and changes have been made to re-invigorate the teams. The Board will revisit the Feasibility Study since the core work has been completed and determine what is still useful as well as action plans. Recommendation to review bylaws and include governance as a committee.

Annual Appeal

Mary Rindfleisch stated that the appeal is one week behind due to slow printing at vendor. The stationery is on site now. Please review your individual letter list and return to Mary. Mary is currently selecting a vendor to implement online donations. Reminder to please get in your donation if you haven't already, before the letters are mailed.

Nominating

We are actively working on adding two individuals to the Library Board. When considering potential nominees, it is important to think about the skill set required, their ability to be a working Board member, and where they could be utilized on the Committee list. Consider inviting them to sit on a committee.

Building Chronology

Barbara, Chris, and Rebecca put together a plan for the Building Project Chronology. A meeting is being scheduled in the first half of October to figure out a plan and summarize what we've learned to date. Previous information on plan, costs, and report on structure exists and will be included.

FY08-09 Priorities

Eileen reviewed notes from the Retreat session and breakout groups and compiled a list of tasks for prioritization. She presented a list of 13 items to be aligned with committee assignments. A separate document is attached which reflects the timeline and responsibility for each task.

Library Room Rentals

Chris made the Board aware of a room rental on September 26th that has stirred controversy in the town. It is recommended that a sign be posted outside of the Dayton Program Room that states "Not a Library sponsored event".

There being no further business, the meeting was adjourned at 9:55 p.m.

Recorded and respectfully submitted,
Dee Pantano, Executive Assistant