

Ridgefield Library Board Meeting
April 6, 2010

Present: Peter Authier; Peter Coffin (Chair); Barbara Dobbin; Lori Dowling; Karin Fallon; Liz Kelly; Philip Lodewick; Mark Meachem; Brian Oren; Bill Wyman

Others present: Director Christina Nolan (ex-officio); Mary Rindfleisch; Leslie Vuilleumier; Bob Leavitt, President-Friends of the Library; Rebecca Bryan, R. Bryan Associates; Hope Swenson, Emeritus; Carroll Brewster, Emeritus; John Kinnair, Village District Commission; Richard Munday & Jeremy Powers, Newman Architects; Lee Blackwell, Dimeo

Excused: Thomas Hoban; Bob Payne; Cloris Pearson; Eileen Walker

Call to Order

Chairman Peter Coffin called the Board meeting to order on April 6, 2010 at 7:40 pm in the Dayton Program Room of the Ridgefield Library.

Approval of Minutes

The minutes of the February 22, 2010 meeting were approved.

Chairman's Announcements

Peter Coffin announced the upcoming events scheduled: Friday, April 9 - Feasibility Study Findings Update Event; Wednesday, April 14 - Sarah's Wine Bar Fundraiser; May 14th - Spring Social at the Library; The June Board Meeting will be replaced by the retreat with the date to follow.

Consent Agenda

A motion to approve the Consent Agenda, including Activity Report and Executive Committee Report was made and approved.

Friends of the Library

Bob Leavitt has been asked to be part of the Capital Campaign Committee.

April 9 & 10, the Friends are having a Paperback Book Sale in the Sculpture Room. Set-up will be on Thursday, April 8.

Building Improvement Committee

A presentation of the Library Plans was given by Richard Munday from Newman Architects. The Morris Building will remain and be restored. A three floor plan will replace the current structure behind the Morris building. The Lower level will contain two program rooms, Friends Sorting area and entrance to the facility from the Webster Bank level. The Main Level will contain the children's collection, children's program room, and Circulation/Technical Services area with an entrance from the main parking lot. The upper level will contain the adult collection, administrative offices and network office. There will be small private study rooms and public access computers throughout with elevators and additional bathrooms. Entrance into the Morris Building from Main Street will be reopened. Plans did not show the final detail on the exterior of the project. Lee Blackwell from Dimeo provided an overall cost for the project.

APPROVED

Peter Coffin thanked both firms of Newman and Dimeo for all their hard work. A motion to spend up to \$15,000 for site borings to help plan for the lower level was made. Motion carried.

Communications Committee

Bill Wyman presented the marketing plan from Brandmark Studios. A new logo, advertising concept and costs were voted on and approved. Discussion of Fundraising Goals for the Library was led by Philip Lodewick. A Fund Raising Campaign Goal of \$11 million was voted on and approved.

On Friday, April 9th, findings of the Feasibility Study will be presented to participants of the study from 7 – 9 pm in the History Room and Quiet Study Room.

Development Committee

The Annual Appeal follow-up mailing produced 42 more gifts of \$3,370. Included was a generous donation from the Brown family. (They donated the flagpole to Village Bank which has since been returned to them.) The Guardian Society members number 66 to date.

Upcoming fundraisers are Sarah's Wine Bar on April 14th, 5 pm and the Spring Social scheduled for May 14th to thank donors.

Governance Committee

Slate of Officers for 2010-11 Board Year is: Carroll Brewster, Chairman; Karin Fallon, Vice-Chair; Lisbeth Kelly, Treasurer; and Tom Hoban, Secretary. Four board positions are open for next year. Suggestions by the current board members are requested to be sent to Chris Nolan. An ad will be going into the newspaper for applications by the public.

Finance Committee

The Library budget is being considered by the Board of Finance at this time. The new Retirement Plan is rolling out with participation by the employees. The Finance Committee authorized a draw of \$185K from the Balanced Index Fund to cover expenses related to the expansion project over the next three months. The Finance Committee approved up to \$100,000 for expenses related to Communications/Marketing.

The new Retirement Plan is rolling out with participation by the employees.

As there was no further business, the Library Board adjourned at 9:50 pm.

Recorded and respectfully submitted,
Leslie Vuilleumier
Executive Assistant