

Ridgefield Library Board Meeting
December 16, 2019

Present: Marge Davidson; Camille Fremed; Alison Greeley, Vice-Chair; Milton Kim; Bill Magill; Tizzie Mantione, Treasurer; Danielle McGrogan; Paul Mellinger; Gary Rapp, Chairman; Jeet Sandhu; David Smith; Marc Vigliotti; Carrie Wells

Others present: Brenda McKinley, Library Director; Laureen Bubniak, Development Director; Leslie Vuilleumier, Executive Assistant

Absent: Michele Booth, Secretary; Rob Ellis; Tom Gerhard

Call to Order

The meeting was called to order at 7:35 PM in the Dayton Program Room. Chair, Gary Rapp thanked all for their work this year, passed cookies and wished everyone, "Happy Holidays".

Approval of Minutes

The minutes of the November 18, 2019, Library Board meeting were approved as written.

Community Pulse

Board member, Marc Vigliotti announces his wife is expecting a baby in 2020. A new restaurant will be coming town at the Village Tavern by owner of Gallo. Compassionate Ridgefield Volunteer sub-group will be working on a project similar to a Volunteer Fair to be held at the Library. The Art sub-group project has not been determined but the Sports sub-group is working on a behavior policy at sporting events. The parking lot expansion at Governor Street has been delayed. Holiday Stroll was better organized this year, the Library served as a horse and buggy load/unload station. There was a lot more help from the Ridgefield Boys and Girls Club. The Newtown Football team made national news with their big win.

Chair's Announcements

Chair Gary Rapp thanked Laureen Bubniak and Connie Marsala for the wonderful Paccadolmi Award Evening.

Library Director's Report

Brenda McKinley's report was sent in the Board Packet. She also conveyed the State Bond Commission will be meeting on December 18 to release the grant money that will help finish off the outside terrace near the Commons. This was always a planned finished area. The Communication's Committee will prepare a press release with the correct facts concerning this project. The Final Audit is available to Board Members to take home at this meeting.

Friends Update

Brenda McKinley gave the report for the Friends of the Library. The month end numbers were not available for the internet sales. The FORL had their year-end luncheon at V. Thai with 38 people attending.

Financial & Operational Sustainability

Financial: Finance Committee – Treasurer, Tizzie Mantione presented the FY 2020-21 budget and Capital requests which will be submitted to the Town. Tizzie, Gary and Brenda will be meeting in January with Rudi Marconi and Kevin Redmond. It will then go to the Town's Board of Finance in February. The Library's budget has a 2½ % increase and an internal challenge. Fines being discontinued

in some future year was part of the discussion. A motion to approve the budget was made, voted on and passed. A second motion to approve the Capital Budget request was made, voted on and also approved. Brenda will submit the approved request packet to the Town on December 18, 2019.

Development Committee – Laureen Bubniak updated the Board with the Annual Appeal donations for this FY. She is awaiting some large donations which always come at the very end of the year. Dates to remember are: Jan 16 & Feb. 25 – Nature’s Temptations events; January 2020 – the Escape Room Fund Raiser; Feb. 27 – Fairfield County Giving Day; May 30 – Great Expectations Gala; Oct. 2&3 – Love Your Library Weekend.

Community Engagement

Outreach and Communications – The Battle of the Books event hosted at the Library was a huge success. The Children’s Librarians hosted a Frozen II Release Party with the Prospector Theater. A big thank you to Andy Forsyth for her participation in the Holiday Stroll activities this year.

Technology Committee – The Committee is now working on the Internet Usage Policy.

Communications Committee – The Committee has not met yet this month.

Cultivate Motivated Staff

Laura Zolotorofe will be starting January 1, taking over Leslie Vuilleumier’s position as Administrative Assistant/ Facilities Manager. The Collection Management Department has been recreated with two new part-time positions being filled by current shelveers and headed by John Casiello. The Adult Services Department continues to advertise for a STEAM/Adult Librarian. There will be a full day staff training on Feb.7. The Library will be closed this day.

The next board meeting will be on January 27.

Meeting adjourned at 8:55 PM.

Respectfully submitted,
Leslie Vuilleumier
Executive Assistant