

Ridgefield Library Board Meeting
June 27, 2022

Hybrid Meeting

Present: Marge Davidson; Brian Egge; Rob Ellis, Vice Chair; Alison Greeley, Chair; Art Leaderman; Bill Magill; Tom Main; Danielle McGrogan; Paul Mellinger; Jeet Sandhu; Marc Vigliotti; Carrie Wells, Secretary

Others present: Brenda McKinley, Library Director; Andy Forsyth, Assistant Director; Lauren Bubniak, Development Director; Tom Madden, President of the Friends of the Ridgefield Library; Laura Zolotorofe, Executive Assistant

Absent: Sandra Gill; Tizzie Mantione, Treasurer; David Smith

Call to Order

The meeting was called to order at 7:33 pm by Chair Alison Greeley.

Approval of Minutes

The minutes of the May 23, 2022, Library Board meeting were approved as written.

Chair's Announcements

Chair Alison Greeley welcomed new Board members Jennifer Crawl and Kim Welton, who joined via Zoom.

Governance Committee

Chair Alison Greeley requested that the Board go into Executive Session to discuss the Library Director's compensation for the 2022-2023 year. **Motion made, seconded, voted on and approved.** When Executive Session ended, Alison Greeley asked for a motion to approve Library Director's compensation. **Motion made, seconded, voted on and approved.** Marge Davidson reported that Library Board member, Sandra Gill, has resigned. The Nominating Committee put forth Gary Rapp as a new Board member. **Motion was made, seconded, voted on and approved.** Alison Greeley called for a motion to approve the following individuals for the Executive Committee; Carrie Well, Chair; Rob Ellis, Vice-Chair; Paul Mellinger, Treasurer, and Marge Davidson, Secretary. **Motion seconded, voted on and approved.** Marge Davidson called for a motion to appoint Carrie Wells, Paul Mellinger and Rob Ellis as designated signers. **Motion made, seconded, voted on and approved.** Marge thanked the Governance Committee for their work securing new Board Members.

Director's Report

Library Director Brenda McKinley's report was sent in the Board Packet. There are no changes with regards to Covid 19 protocol. She noted that community engagement is increasing, and program attendance is strong. The updated Library website has soft-launched. Brenda thanked Andy Forsyth for her work on the project. There will be another StoryWalk activity this year as part of Summer Reading.

Friends Update

Friends President Tom Madden reported that the Friends continue to hold a monthly book sale on the second Saturday of each month. Tom is using these monthly book sales as an opportunity to recruit Friends membership. He would like to explore an online membership option.

Community Engagement

Technology- Brian Egge reported that the network switches and firewall will be replaced as part of the approved FY23 Town CIP funding. The new website has gone live. LibGuides is a new feature. The Technology Committee will be looking for feedback from the community survey to better understand the needs of the community. Brian Egge called

for a motion to adopt the updated Patron Privacy and Confidentiality Policy. **Motion was seconded, voted on and passed.**

Communications – The Committee report was submitted to OneDrive. Highlights included patron gratitude for the Library's offering of programs which promote inclusivity. The members of the Gala Committee are the Volunteers of the Month for their work on the Gala. The Sponsors of the Month are Raffaele Gallo and Tom Pesce for their generous donations to the Gala auction.

Financial & Operational Sustainability

Development Committee – Vice Chair, Rob Ellis paid tribute to Laureen Bubniak, thanking her for twelve years of service to the Library. Laureen Bubniak provided an update to the Board. The Library is ahead in its Annual Appeal and Guardian Society. The Gala brought in \$150,000, which was particularly good considering expenses this year were much higher than previous ones. Laureen will send out the donor list to Board members for Annual Appeal notes.

Financial: Finance Committee – Paul Mellinger reported that the new investment advisor from UBS is onboard. Healthcare costs have been finalized for the new fiscal year. Tizzie Mantione is cycling off the Board but will remain on the Finance Committee.

Cultivate Motivated Staff

Brenda McKinley reported that Heather Murray, the new Children's Services Librarian, will begin July 25th. Laureen Bubniak's last day will be July 8th.

The next Board meeting is scheduled for Monday, July 25th. **Motion made, seconded, and approved to adjourn.**
Meeting adjourned at 8:51pm.

Respectfully submitted,
Laura Zolotorofe
Executive Assistant