

Ridgefield Library Board Meeting
June 26, 2023

Hybrid Meeting

Present: Nicole Agius; Marge Davidson, Secretary; Brian Egge; Rob Ellis, Vice Chair; Art Leaderman; Jeet Sandhu; David Smith; Carrie Wells, Chair; Marc Vigliotti; Kim Welton

Others present: Brenda McKinley, Library Director; Andy Forsyth, Assistant Library Director; Jane Lindenburg, Development Director; Tom Madden, President, Friends of the Ridgefield Library; Anne Marie Squeo

Absent: Jennifer Crawl; Bill Magill; Tom Main; Danielle McGrogan; Paul Mellinger, Treasurer; Gary Rapp.

Call to Order

The meeting was called to order at 7:31 pm by Chair, Carrie Wells, who announced a change to the order of the Agenda. Motion made, seconded and approved to go into Executive Session to discuss the Library Director's annual compensation. Returned from Executive Session at 7:48 pm. Motion made, seconded and approved to accept FY 24 Library Director compensation.

Approval of Minutes

Motion made, seconded and approved to accept the minutes of the May 22, 2023, Library Board meeting as submitted.

Governance Committee

Motion made, seconded and approved to accept the Executive Committee slate of officers for FY24 as submitted.

Carrie Wells, Chair
Dave Smith, Vice Chair
Paul Mellinger, Treasurer
Marge Davidson, Secretary

Motion made, seconded and approved to accept the Board signers for FY24 as submitted.

Carrie Wells, Chair
Dave Smith, Vice Chair
Paul Smith, Treasurer
Brenda McKinley, Library Director

Motion made, seconded and approved to accept Board renewals as submitted.

Art Leaderman, second 3-year term, 7/1/2023-6/30/2026
Tom Main, second 3-year term, 7/1/2023-6/30/2026

[Marge Davison left the meeting.]

Chair's Announcements

Chair Carrie Wells welcomed Anne Marie Squeo to the meeting and to the Board. Anne Marie thanked Carrie and the Board. Carrie announced that there will not be a Board meeting in July; the summer meeting of the Board will be held on August 22, 2023. There is a tentative date for the annual Board Retreat: October 23, 2023, likely to be held at the Library but the possibility of holding the meeting at the Leir Conference Center will be investigated. Carrie reported on the progress of the Board's AMHS Working Group, including recent field trips to area libraries to see their equipment and the timeline for creation of an RFP and next steps for the project.

Carrie expressed her thanks to all Board members for their service this year, with special thanks to Jeet Sandhu for spearheading the Guest Bartender Night at The Lantern restaurant with Paul Mellinger helping at the bar and to Rob Ellis for 12 years of service on the Board. A toast ensued in celebration of Rob's service.

Director's Report

Library Director Brenda McKinley's report was sent in the Board Packet. Brenda and Assistant Library Director Andy Forsyth presented a slide deck highlighting progress made this year on the 2021 Library Strategic Plan Goals Action Items.

Friends of the Ridgefield Library

Friends President Tom Madden reported that the final numbers from the May book sales were \$15,500 total for all days, and that the online sales are averaging approximately \$4,000 per month, with varying additional income from the monthly Secret Stacks sales.

Development

Rob Ellis reminisced about his time on the Board and gave thanks to all who served with him during his tenure. Development Director Jane Lindenburg reported on the record-breaking success of the Gala and the status of the FY23 Annual Appeal. Fundraising for the year is at 105% of overall budget. Initial work is underway for the FY24 Annual Appeal. The recent Guest Bartender Night at The Lantern was fun, engaging and successful. Discussion.

Finance Committee

Art Leaderman reported on the status of the Library's investment portfolios and financials.

Communications Committee

Dave Smith noted that the Committee's report was sent in the Board Packet.

Technology Committee

Brian Egge reported on the status of implementation of two-factor authentication and formulation of CIP request items.

Cultivate Motivated Staff

Brenda announced with pleasure that Teen Services Librarian Megan Klein was selected through a competitive process to be the new Circulation Department Head. The search for a new Teen Services Librarian will start this week.

Children's Services Assistant Diane "Miss Diane" Antezzo is retiring after 25 years of service to the Library and the children and families of Ridgefield. Interviews will start soon for her replacement in the Children's Services Department.

Board folders for FY24 are now available on One Drive.

The next Board meeting is scheduled for August 22nd. Motion made, seconded and approved to adjourn the meeting. Meeting adjourned at 8:52 pm.

Respectfully submitted,
Andy Forsyth
Assistant Library Director