

Ridgefield Library Board Meeting
October 23, 2023

First Congregational Church, 103 Main Street, Ridgefield CT 06877

Present: Nicole Agius; Jennifer Crawl; Marge Davidson, Secretary; Brian Egge; Art Leaderman; Bill Magill; Tom Main; Paul Mellinger, Treasurer; Gary Rapp; David Smith, Vice Chair; Anne Marie Squeo; 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

Absent: Danielle McGrogan; Jeet Sandhu

Call to Order

The meeting was called to order at 4:08 pm by Chair, Carrie Wells.

Approval of Minutes

Motion made, seconded and approved to accept the minutes of the September 18, 2023, Library Board meeting as submitted.

Chair's Announcements

Chair Carrie Wells provided an update on recent meetings re: the Town/Library Agreement. The Agreement will be on the agenda at an upcoming Board of Selectmen meeting. Carrie reported on the status of the AMHS project; follow-up with the final vendor will happen this week and a review of the vendor selection process and project costs will be presented at the November 13 Board meeting. Discussion.

Director's Report

Library Director Brenda McKinley's report was sent in the Board Packet. The updated Collection Development Policy requires a vote at this meeting. Discussion. Motion made, seconded and approved to accept the Policy as amended.

Friends of the Ridgefield Library

Friends President Tom Madden reported that the Friends October Book Sale ends today and that the Friends have updated their Bylaws and voted on a new slate of FORL Board officers. The Friends were pleased to offer a matching gift at the Love Your Library Family Day and will continue to do so at other Library fundraising events. The Friends will be increasing their annual allocation to the Library. Discussion.

Audit Committee

Committee Chair Dave Smith reported that the Committee's minutes are posted in the Board Packet. The audit is completed with the auditors providing a clean, unmodified opinion, the highest level of assurance. Discussion.

Cultivate Motivated Staff

Brenda noted that Carolyn Gillan has been hired as a part-time Circulation Assistant, and that first interviews for the Teen Services Librarian opening are underway. Holly Diamandis, part-time Children's Services Assistant, will be leaving the Library to return to the Westport Public Schools.

Finance Committee

Treasurer Paul Mellinger reported on updates to wording in the Investment Policy Statement. The updated document is in the Board Packet for discussion and action at the November Board meeting.

The next Board meeting is scheduled for November 13th. Motion made, seconded and approved to adjourn the meeting. Meeting adjourned at 4:35 pm.

Respectfully submitted,
Andy Forsyth
Assistant Library Director