

Ridgefield Library Board Meeting  
January 22, 2024

Present: Nicole Agius; Jennifer Crowl; Marge Davidson, Secretary; Brian Egge; Art Leaderman; Bill Magill; Tom Main; Danielle McGrogan; Paul Mellinger, Treasurer; Gary Rapp; Jeet Sandhu; David Smith, Vice Chair; Anne Marie Squeo; Marc Vigliotti; Carrie Wells, Chair; Kim Welton

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

### **Call to Order**

The meeting was called to order at 7:36 pm by Chair, Carrie Wells.

### **Approval of Minutes**

**Motion made, seconded and approved to accept the minutes of the December 18, 2023 Library Board meeting as submitted with a minor correction.**

### **Chair's Announcements**

Chair Carrie Wells congratulated Library Director, Brenda McKinley, on her 7-year anniversary at the Ridgefield Library. On 1/29 Brenda McKinley, Carrie Wells and Paul Mellinger will present the FY25 Budget and Capital request to the Board of Selectpersons. Carrie invited all Board members to attend the meeting. The public hand vote for the Town Library Agreement will be on 2/21 at Town Hall. Carrie will send out an email with information. The Board Survey will be sent to members. Carrie would like 100% participation. Board introductions at Library events are a good way to educate people on the goals of the Library. A sign-up document is available in One Drive.

### **Director's Report**

Library Director Brenda McKinley's report was sent in the Board Packet. Children's Services are collaborating with the Joint Council of PTAs in Ridgefield to bring back the Young Writer's Conference. The Library has been partnering with the Commission on Aging to gather feedback from residents to better determine the needs of seniors in the community. The Library's Unattended Child Policy was updated because the State of Connecticut changed their statute. This policy will be voted on at the February Board meeting.

### **Friends of the Ridgefield Library**

Tom Madden reported that the Secret Stacks sale in January brought in \$2,400. Online registration for Friends membership will be available 1/23. The Friends of the Ridgefield Library will celebrate their 50-year anniversary in 2025 and are planning year long activities.

### **Financial & Operational Sustainability**

*Financial: Finance Committee* – Paul Mellinger noted that the Library investments did well last year. The Library has been paying down the UBS line of credit. The FY 2025 budget is asking for a 3% increase, which is less than last year's request. The Automatic Material Handling System will be part of the Capital Request.

*Development Committee* – Jane Lindenburg gave the Development report. The After Dark Adventures fundraiser took place on 1/19. The Library was transformed into a summer camp themed night for 3-5 graders. The event was sold out and met its fundraising goal. The Gala save the date invitations have been mailed out. 068 Magazine will be featuring the Gala in an article for the March/April edition. Hot Stove with Gary Cohen has sold 325 tickets. Cocktails and Conversations is close to being sold out. May 4<sup>th</sup> is the 10<sup>th</sup> anniversary of the opening of the new

Library. There will be a community open house to celebrate the day. The Maurice Sendak Foundation will donate the use of Sendak artwork for the new Children's Mural.

*Technology* – Brian Egge reported that the Tech Recycling Day was a big success. The Technology Committee is looking into upgrading the A/V system in the Program Rooms. Tech Logic will allow the Library to test out RFID Inventory wands that are used to read shelves.

*Communications* – The Communications Committee will provide an update at the next Board meeting.

*Governance* - Marge Davidson announced that Paul Mellinger, Carrie Wells and Bill McGill will cycle off the Board in June. The Governance Committee will be starting the new Board Member recruitment process.

**Cultivate Motivated Staff**

Brenda McKinley announced that with the addition of two new Shelves, the Library is now fully staffed. The Library has a Wellness Team that meets quarterly. Full Staff Training Day will be on 3/22.

The next Board meeting is scheduled for February 19, 2024. **Motion made, seconded and approved to adjourn the meeting at 8:37 pm.**

Respectfully submitted,  
Laura Zolotorofe  
Executive Assistant