

Ridgefield Library Board Meeting
June 24, 2024

Present: Nicole Agius; Jennifer Crowl; Marge Davidson, Secretary; Art Leaderman; Bill Magill; Tom Main; Danielle McGrogan; Paul Mellinger, Treasurer; Gary Rapp; Jeet Sandu; Dave 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; Krystyl Brown; Paul Hastings; Lin Jamison; Katie Spreng

Absent: Brian Egge

Call to Order

The meeting was called to order at 7:35 pm by Chair, Carrie Wells. **Motion made, seconded and approved to enter Executive Session to discuss Library Director's annual compensation. Motion made, seconded and approved to exit Executive Session at 8:00 pm.**

Motion made, seconded and approved to accept Library Director's annual compensation.

Approval of Minutes

Motion made, seconded and approved to accept the minutes of the May 20, 2024 Library Board meeting as submitted.

Chair's Announcements

Chair Carrie Wells welcomed the new FY25 Board members - Krystyl Brown, Paul Hastings, Lin Jamison, and Kathie Spreng to the meeting. Carrie thanked all members for their hard work this past year. Art Leaderman, Paul Mellinger, Bill Magill and Carrie Wells will be leaving the Board. Carrie reminded members that the Maurice Sendak house tour is scheduled for 9/4. **Motion made, seconded and approved to forgo the July Board meeting.** The next Library Board meeting will be on August 26th.

Governance Committee

Marge Davidson introduced the Executive slate officers for FY25. **Motion made, seconded and approved to accept the Executive Committee slate of officers for FY25 as submitted.**

Gary Rapp, Chair

David Smith, Vice Chair

Gary Rapp, Interim Treasurer

Marge Davidson, Secretary

Motion made, seconded and approved to accept the Board signers for FY25 as submitted.

Brenda McKinley, Library Director

Gary Rapp, Chair

David Smith, Vice Chair

Director's Report

Library Director Brenda McKinley's report was sent in the Board Packet. Brenda McKinley noted that the focus of the Board Retreat in October will be to work on the Strategic Plan. Brenda, Andy Forsyth and Jane Lindenberg presented a status update of the Strategic Plan Objectives Action Items.

Friends of the Ridgefield Library

Tom Madden reported that the Friends had a large book sale in May and a Secret Stacks sale in June. The Friends are on target to keep their financial committee to the Library for the new FY. The Friends will be celebrating their 50-year anniversary starting in October 2024 and through October 2025. New Board members are asked to join the Friends and can sign up online.

Financial & Operational Sustainability *Financial: Finance Committee* – Paul Mellinger noted the income line for April and May has increased because of revue brought in by Development. He thanked Jane Linderberg, Jen Mulhern and Marc Vigliotti for their fundraising efforts. Expenses, particularly building ones, continue to be high. Investments are in line with market indexes. The line of credit balance has been paid down.

Development Committee – Jane Lindenburg thanked Board members for help with fundraising. She reported on the Gala and Children’s Mural. Development exceeded their fundraising goal for FY 24.

Technology – No update provided.

Communications- Anne Marie Squeo shared a presentation with the Board that highlighted social media and ways to engage with the community. Board members were asked to like and follow Library posts on Facebook, Instagram and LinkedIn.

Building Committee – David Smith updated the Board on plans to have the step outside the Morris Building and the threshold of the sliding glass doors repaired.

Cultivate Motivated Staff

Brenda McKinley noted that staff members were meeting with supervisors to discuss the Employee Performance Planning Program (EP3) and review professional goals that had been set. The Library is currently fully staffed.

The next Board meeting is scheduled for August 26th at 7:30 pm. **Motion made, seconded and approved to adjourn the meeting at 8:47 pm.**

Respectfully submitted,
Laura Zolotorofe
Executive Assistant