

Ridgefield Library Board Meeting
August 26, 2024

Present: Nicole Agius; Krystyl Brown; Marge Davidson, Secretary; Brian Egge; Paul Hastings; Lin Jamison; Tom Main; Gary Rapp, Chair and Interim Treasurer; David Smith, Vice-Chair; Katie Spreng; Anne Marie Squeo; Marc Vigliotti

Others present: Brenda McKinley, Library Director; Andy Forsyth, Assistant Library Director; Jane Lindenberg, Development Director; Laura Zolotorofe; Executive Assistant

Absent: Jennifer Crowl; Tom Madden; Danielle McGrogan; Jeet Sandhu; Kim Welton

Call to Order

The meeting was called to order at 7:02 pm by Chair, Gary Rapp.

Approval of Minutes

Motion made, seconded and approved to accept the minutes of the June 24, 2024 Library Board meeting as submitted.

Chair's Announcements

Chair Gary Rapp welcomed the new Board members to the meeting. **Gary Rapp called for a motion to move the September Board meeting to Monday, September 30th at 7pm. Motion seconded and passed.**

The Board Retreat will not take place in October. Gary is looking to move it to either January or February in 2025. More communication to follow. Gary proposed moving the start time of future Board meetings to 7 pm. Discussion followed. **Motion made, seconded and approved to begin Library Board meetings at 7 pm.** Annual Appeal notes are due September 9th. Gary reminded all members to please communicate using the Library email.

Director's Report

Library Director Brenda McKinley's report was sent in the Board Packet. Brenda McKinley explained how her report is structured around the Library's Strategic Planning Goals. Brenda updated the Board on the accessible parking situation. The Library was granted an extension by the State. Work needs to be completed by September 2025. The Library had a very successful Summer Reading program. The 9th Annual RidgeCon took place on August 17th and was well attended. The fall Scholarly Series is titled *The Curious Mind: Exploration and Discovery*. Rudy Ruggles and Nick Donofrio will be guest speakers.

Friends of the Ridgefield Library

Membership to the Friends can now be paid online.

Financial & Operational Sustainability *Financial: Finance Committee* – Gary Rapp provided an overview of the Library's finances. Development exceeded its fundraising goal last year. The construction loan has been paid off. Investments exceeded the benchmark for July. The Audit Committee's documents are on One Drive.

Development Committee – Jane Lindenberg's Development notes are on One Drive. Jane provided an update on the Library's plans to fundraise in the upcoming year. The Annual Appeal will be mailed mid-September. The Library has received a large gift for the Annual Appeal from the Morganti Foundation. There will be no Wild Game dinner this year. A Donor Appreciation Brunch will be held on September 29th. Alison Greeley and Sandy Corday will be honored with the Paccadolmi Award for their service. Mark Vigliotti has been meeting with local estate attorneys to discuss legacy giving. The guest bartender night at Gallo brought in \$2,700.

Technology – Brian Egge explained how the Library’s email works through Microsoft and instructed members on how to download Outlook for free on a phone.

Communications – No report.

The next Board meeting is scheduled for September 30th at 7:00 pm. **Motion made, seconded and approved to adjourn the meeting at 8:57 pm.**

Respectfully submitted,
Laura Zolotorofe
Executive Assistant