FINAL

Ridgefield Library Board Meeting
June 22, 2026

Present: Nicole Agius, Secretary; Cathy Brown; Brian Egge; John Greenleaf; Paul Hastings, Treasurer; Joseph Loonan; Tom Main; Gary Rapp, Chair; Michael Scheer; Meg Soffen; Katie Spreng; Anne Marie Squeo; Kim Welton, Vice-Chair

Others present: Brenda McKinley, Library Director; Andy Forsyth, Assistant Library Director; Jane Lindenburg, Development Director; Tom Madden, President of FORL; Laura Zolotorofe; Executive Assistant; John Casiello, Collection Management Department Head; Nancy Barlow; Daniel Rauchwerk; Leah Wendel; Daniel Wehking

Call to Order
The meeting was called to order at 7:00 pm by Chair, Gary Rapp.

Approval of Minutes
Motion made, seconded, and approved to accept the minutes of May 18, 2026 Library Board meeting minutes as written.

Chair's Announcements
Chair Gary Rapp introduced Daniel Wehking, a patron who put in a request for reconsideration for a book in the Library's collection and is appealing the Library Director's decision would like an opportunity to address the Board. Daniel provided a statement in support of his request.

Gary Rapp called for a motion to verify that *While Israel Slept: How Hamas Surprised the Most Powerful Military in the Middle East* was selected for the Ridgefield Library collection following the Ridgefield Library Collection Development policy in alignment with the State of Connecticut statute. Motion was seconded and passed unanimously.

Gary Rapp welcomed new Board members, Nancy Barlow, Daniel Rauchwerk and Leah Wendel to the meeting. He congratulated Andy Forsyth on her retirement from the Assistant Library Director position and welcomed John Casiello as the new Assistant Library Director, beginning July 1st.

Gary Rapp called for a motion to forgo the July 27, 2026 Library Board meeting. Motion was seconded and approved.

Gary Rapp called a motion at 7:23 pm to enter Executive Session to discuss compensation for Library Director Brenda McKinley. Motion was seconded and approved.

Executive Session ended at 7:59pm.

Gary Rapp called for a motion to accept the Library Director's compensation proposal as discussed in Executive Session. Motion was seconded and approved.

Gary Rapp reviewed the Strategic Plan updates and shared a revised version. Discussion followed.

Gary Rapp called for a motion to accept the revised Strategic Plan as written with the addition of the word "develop" and the removal of the word "entire" in the document. Motion was seconded and approved.

Executive Committee
Kim Welton presented a Board end of year survey in the form of "Start, Stop, Continue" and asked members to provide feedback to her via email.

Director's Report
Library Director Brenda McKinley's report was sent in the Board Packet. Brenda welcomed John Casiello and thanked Andy Forsyth for her years of service as Assistant Library Director. Brenda will email Board members the calendar and committee assignments for the year. Brenda thanked the Friends of the Ridgefield Library for an allocation that allowed the Library to purchase new chairs for Teen Center and the Adult Services public computer stations. Over the July 4th weekend, the flooring in the back of Circulation will be replaced. This was a FY27 CIP project funded by the Town. The funds from the State Library for the construction grant were released on May 29th.

Brenda McKinley asked that the Board pass a Resolution that the duly appointed LIBRARY DIRECTOR, BRENDA J. McKinley is empowered to execute and deliver in the name and on behalf of this organization a certain contract with the Connecticut State Library, State of Connecticut, for a State Public Library Construction Grant. Motion seconded and approved.

Friends of the Ridgefield Library
Tom Madden reported that the most recent Secret Stacks book sale brought in over $2,000.

Financial & Operational Sustainability
Governance Committee **– Kim Welton called for a motion to accept the following FY 26/27 Executive Officer Slate:**
Chair: Gary Rapp
Vice-Chair: Kim Welton
Treasurer: Paul Hastings
Secretary: Katie Spreng
Motion was seconded and approved.

Finance Committee – Paul Hastings provided a report on the May financials. The budget is tracking well for the year and the Library will not need to take an additional investment draw to cover the $54,000 income challenge that was present at the beginning of the FY. Paul thanked the Library Director and staff for doing an excellent job managing the budget.

Paul Hastings called for a motion to approve Gary Rapp, Brenda McKinley, Kim Welton and Paul Hastings as financial signers for all Library accounts. Motion was seconded and approved.

Development – Jane Lindenburg reported that Development exceeded their fundraising goal for the year due to a strong Gala and Annual Appeal. It was the most successful Gala to date with strong sponsorships. Thank you to the Mantione's and the Gala Committee. Katie Spreng explained the note writing process for the Annual Appeal.

Community Engagement
Technology Committee – Brian Egge delivered the Technology report. Anthony Cacciola is preparing to purchase items that were part of the FY27 CIP funding from the Town. Michael Scheer shared information on cyber-attacks with the committee. Brian noted that Board members should be careful of phishing attacks when using email.

Cultivate Motivated Staff

Brenda McKinley noted that a search has begun for a new Collections Management Department Head. Gillian Brown has been hired as the new Adult Services LTA II Assistant, filling an open position. Brenda thanked Tom Main and Anne Marie Squeo for their service on the Board.

The next Board meeting is scheduled for August 24, 2026 at 7 pm.
Meeting adjourned at 8:40pm.

Respectfully submitted,
Laura Zolotorofe
Executive Assistant