FINAL

Ridgefield Library Board Meeting

August 24, 2026

Present: Nancy Barlow; Brian Egge; John Greenleaf; Paul Hastings, Treasurer; Joseph Loonan; Gary Rapp, Chair; Daniel Rauchwerk; Meg Soffen; Katie Spreng, Secretary; Leah Wendel; Kim Welton, Vice-Chair; Monica Woo

Others present: Brenda McKinley, Library Director; John Casiello, Assistant Library Director; Jane Lindenburg, Development Director; Tom Madden, President of FORL

Absent with notice: Nicole Agius; Cathy Brown; Lin Jamison; Michael Scheer

Call to Order
The meeting was called to order at 7:03 pm by Chair, Gary Rapp.

Approval of Minutes
Motion made, seconded, and approved to accept the minutes of June 22, 2026 Library Board meeting minutes as written.

Chair's Announcements
Chair Gary Rapp discussed the upcoming Board Retreat for October.

Gary Rapp introduced a team-building exercise, where the members of the Board and those in attendance shared their "Super Power".

Executive Committee
Kim Welton presented an update on the "Stop, Start, Continue" survey, including data on the number of ideas and the process going forward. More information will be coming as the Executive Committee reviews and then shares with the full Board.

Tech Committee
Brian Egge reminded Board Members to use their @RidgefieldLibrary.org email addresses for communication and discussed the importance of 2-factor authentication and being vigilant regarding phishing attacks. There was also discussion of the importance of password generation for added security. The Board appreciates Network Administrator Anthony Cacciola's efforts with this and Microsoft Office.

Director's Report
Library Director Brenda McKinley's report was sent in the Board Packet. The Library's work is structured around the new Strategic Plan and she provided a summary page and highlights and discussed how the Library would proceed with this work.

Brenda McKinley highlighted a few upcoming programs: RidgeCon on September 5; Coach Chris Bennett from Nike on September 8; Nick Donofrio and State Senator James Maroney discussing the new CT AI Law on September 22.

Brenda McKinley called for a vote on the 2027 Board meeting schedule. A motion was made, seconded and approved.

Brenda McKinley provided Conflict of Interest and Donor Confidentiality forms for Board Members to sign and return.

Friends of the Ridgefield Library

Tom Madden reported that the next Secret Stacks sale would be on 9/12 and their Big Book Sale would be October 9-12.

Development Report

Jane Lindenburg reported on the Annual Report work that the Library is doing and the schedule for release.
Jane Lindenburg reported on the Donor Brunch scheduled for September 27 honoring Ira Joe Fisher and Jeet Sandhu as recipients of the Phyllis Paccadolmi Award.
Katie Spreng reported on Board involvement in Development efforts.

Finance Committee

Paul Hastings provided a report on the end of year financials as well as the FY26-27 outlook, including the expected income challenge for the year.
John Greenleaf provided an explanation and summary of UBS and Bar Harbor investments and discussed how to access the summaries in OneDrive. Paul Hastings discussed the difference between the Bar Harbor Trust and the UBS Investment Account.

The next Board meeting is scheduled for September 28, 2026 at 7 pm.
Meeting adjourned at 9:00pm.

Respectfully submitted,
John Casiello
Assistant Library Director