

Ridgefield Library Board Meeting  
October 5, 2009

Present: Peter Authier; Carroll Brewster, Emeritus; Peter Coffin (Chair); Lori Dowling; Karin Fallon; Thomas Hoban; Abigail Cahill Kagan; Liz Kelly; Philip Lodewick; Mark Meachem; Brian Oren; Bob Payne; Eileen Walker

Others present: Director Christina Nolan (ex-officio); Ann Jepson, Friends of the Ridgefield Library Representative; Mary Rindfleisch, Leslie Vuilleumier

Excused: Barbara Dobbin; Cloris Pearson; Bill Wyman

Call to Order

Chairman Peter Coffin called the Board meeting to order on October 5, 2009 at 7:35 pm in the Dayton Program Room of the Ridgefield Library. This meeting was the rescheduled September 28, 2009 meeting.

Approval of Minutes

The minutes of the August 17, 2009 meeting were approved as distributed.

Chairman's Announcements

Peter thanked Philip & Christine Lodewick for hosting the kick-off event/clambake on September 17, 2009 at which the Guardian Society was launched. He also thanked Mary Rindfleisch and Lisbeth Kelly for their coordination of a very successful Murder Mystery Dinner at the Library on October 2, 2009. The new board members were recognized for their presence and participation in the recent Library events as well.

The Annual Appeal letter will be mailed soon. Peter asked the board members to personalize the letters with a note stressing the importance of their donation to the Library this year. This gesture is critical and makes a big difference in how much a patron donates. The goal of \$250,000 reflects a 15-20% increase in a patron's donation over last year's amount. Peter asked the Board to consider the same increase when making their donation and to get their checks in as soon as possible.

Consent Agenda

There was no director's report this month. A motion to approve the Consent agenda, including the Activity Report, Building Improvement Committee Report, Development Committee Report, and Executive Committee Report was made and approved.

Friends of the Library

Ann Jepson attended the meeting for Bob Leavitt, President of the Friends.

The Friends of the Library Book Sale will start Thursday, October 15. The Library Board Members are invited to the Reception from 4:30 PM until dusk in the tents on the Webster Bank parking lot on that date. The book sale runs through Monday, October 19, 2009.

440 Main Street (lower level of The Gap) is the new location for the Friends Internet Sales.

## APPROVED

Judy DiMattia will head up the Friends Self-Study. The group is comprised of Friends, Library Board Members and Library Administration.

### Finance Committee

The investments are trending back up. The Library finances are in order with no irregularities to report. The fines report has trended downward slightly for the fiscal year.

The motion was made and approved to freeze the pension plan, fully fund it with monies from the Vanguard account, move pension funds to a new plan maintaining the Library Board's fiscal responsibility. The committee wants to complete this by year end.

### Task Force

The Task Force has held two meetings - September 3 & 22 at which elected town officials, community leaders and Library Board members were represented. A "make up" meeting with the Board of Finance representatives will be scheduled soon. The meetings informed all of the research which the Library has done over the past 5 – 6 years on an expansion project and/or the updating of the existing facility. A Fact Book, created by the Communications Committee, will be provided to the town leaders noting the importance and need of the library to the town. The next step for the Task Force is communication to the town's people of these needs and ideas.

The Webster Bank building is now vacant and costing the Library valuable funds while the Task Force continues its work. To help lower expenditures during this period, the Library will pursue terminating the sewer connection to the building, thereby eliminating the Sewer Tax.

### Building Improvement Committee

The committee's work on a renovation plan has concluded with cost projections with three options: 1) Urgent & Essential Repairs. These repairs would not be evident to the public. 2) Complete Renovation. This entails full renovation of the 25,000 sq ft facility with no additional space added. 3) New Library. This project proposes an all new building, except for the Morris building, totaling 44,000 sq. ft. All three options will have interruption of library services for some period of time.

### Development

As a result of the kick off dinner at the Lodewick's home, eight gifts have already come in for the Guardian Society. Notecards were distributed to Board members for follow up to all those invited. Abigail Cahill Kagan stressed the importance of asking for Matching Gifts. Notecards should be handed back into Mary Rindfleisch by next week.

### Website

Mary Rindfleisch demonstrated the new version of the Library website. A totally new design is being used. The anticipated launch date is a month from now.

As there was no further business, the Library Board adjourned at 9:40 pm.

Recorded and respectfully submitted,  
Leslie Vuilleumier  
Executive Assistant