

**RIDGEFIELD FREE PUBLIC LIBRARY
BOARD OF TRUSTEES
MEETING OF APRIL 23, 2024**

The meeting of the Ridgefield Free Public Library Board of Trustees was called to order at 7:07 p.m. by President Catherine Suarez. President Catherine Suarez read the Open Public Meeting Statement.

ATTENDANCE

In attendance were Ms. Bonnie Ilch, Ms. Debbie Kontolios, Ms. Jin Kye, Ms. Josephine Mendoza, President Suarez, Director Jane Forte, and Assistant Director, Ms. Yilin Sheng.

Minutes of the previous meeting on March 26, 2024, were unavailable. The minutes will be reviewed and voted on at the next meeting.

TREASURER'S REPORT

The Board reviewed the Treasurer's Reports covering March 31, 2024, read by Ms. Kontolios. A motion to accept the report was made by Ms. Kye and seconded by Ms. Ilch. The motion was carried unanimously.

VENDOR SHEET

The Vendor Sheet dated April 23, 2024, was examined and discussed. A motion to accept the Vendor Sheet was made by Ms. Kye and seconded by Ms. Ilch. President Suarez took a roll call vote. The motion was carried unanimously.

DIRECTOR'S & FRIENDS OF THE LIBRARY REPORT

The April Director's report was read by Ms. Forte. Our library is so pleased to offer so many programs for 2024. Attendance is up in the language classes and adult programs, including chess and yoga. Children's programs often exceed the limit and the tween/teen programs are coming along. Plans for SRP ("Adventure Begins at Your Library") are underway and some other programs well into August for adults. The library audit was completed on April 3rd in less than 2 hours with no questions or suggestions. Thank you, Margot, for your wonderful work! Regular maintenance was done on the building, including landscaping and electrical work. The annual boiler inspection was done on April 15 and the family restroom door and lock were repaired on April 11. Yilin, Margot, and Jane are working on the estimates for repairs to the public restrooms. We are waiting for a proposal from Library Interiors, who installed the original wood cabinets, to add additional cabinets in the Tech Processing room and the Director's office. The Friends of the Library met on April 17 with a guest speaker on gardening with deer-resistant and native plants. The book club met on April 18. The Friends of the Library Martha H. Resch Memorial Scholarship fundraiser has started. Jane has the envelopes for the donations. The next Friend's meeting will be Wednesday, May 15 and all are welcome.

CORRESPONDENCE

- Ridgefield Free Public Library Officers for 2024 has been updated as of March 2024. Mr. Mike Said will be the Borough Council Library Liaison and the Chairman for the Borough Finance & Admin. Committee. Ms. Jennifer LaMorte was sworn in March 26, 2024, as a member of the Library Board of Trustees and will be filling in on the committees that Mike was appointed to previously.
- President Catherine Suarez requested to get monthly event calendars to be a month ahead instead of the current month.
- Nestor Suburban Herbin Event flyer - Thursday, April 25, 2024 @ 6:00 p.m.
- Chair Yoga Classes with Neisha flyer - classes offer in multiple days from 4/17 -5/22
- Learn to Play Chess Event flyer - Classes will be held at 4:30 p.m. every Monday thru June 2024
- Friends of the Ridgefield Public Library monthly meeting flyer - 5/15 at 1 p.m.
- All Season Chamber Players Music Concert - Sunday 5/19 at 3 p.m.
- April 2024 Adult Library Program flyer
- April 2024 Children's Event Program flyer

OLD BUSINESS

- Letter to school regarding high school volunteers - Still pending. Ms. Mendoza will send email copies to President Suarez and Ms. Forte of what was already sent out to the schools.
- AJL Conference - Aviva's trip will be paid by the Library, providing, when she returns, she will be presenting to the staff and Director as well as the Board what she had presented at the conference. We are setting protocols for future trip reimbursements by prioritizing spending on NJIA, ALA and other members of the Library staff getting the chance to go and learn how conferences will benefit the patrons of the library.
- Ms. Josephine Mendoza has been sworn in for a new term by President Catherine Suarez.

NEW BUSINESS

- Printer Lease was reviewed and questions were asked. Ms. Mendoza made the motion to move to accept CCP Solutions proposal with 50,000 free B/W copies upon receiving email confirming 8% credit card fee and seconded by Ms. Kontolios. President Suarez took a roll call vote. The motion was carried unanimously.
- Trustees will review the proposals for bathroom repairs and will discuss them at the next meeting.

QUESTIONS AND COMMENTS FROM THE PUBLIC

No questions or comments

ADJOURNMENT

At 8:05 p.m. a motion to adjourn the meeting was made by Ms. Kye and seconded by Ms. Ilch. The motion was carried unanimously.

Respectfully submitted,
Jin Kye