

**RIDGEFIELD FREE PUBLIC LIBRARY
BOARD OF TRUSTEES
MEETING OF JUNE 25, 2024**

The meeting of the Ridgefield Free Public Library Board of Trustees was called to order at 7:03 p.m. by Ms. Daisy Jimenez. Ms. Daisy Jimenez read the Open Public Meeting Statement.

ATTENDANCE

In attendance were Ms. Bonnie Ilch, Ms. Daisy Jimenez, Ms. Debbie Kontolios, Ms. Jin Kye, Ms. Maria Krum, Ms. Marilena Ojeda, Director Jane Forte, and Assistant Director, Ms. Yilin Sheng. President Catherine Suarez joined after the meeting had started.

A copy of the May 28, 2024, minutes was reviewed by the Board. Upon a motion made by Ms. Kye and seconded by Ms. Kontolios, the minutes were unanimously approved by the Board.

TREASURER'S REPORT

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

VENDOR SHEET

The Vendor Sheet dated June 25, 2024, was examined and discussed. A motion to accept the Vendor Sheet was made by Ms. Kontolios and seconded by Ms. Ilch. Ms. Jimenez took a roll call vote. The motion was carried unanimously.

DIRECTOR'S & FRIENDS OF THE LIBRARY REPORT

June Director's report was read by Ms. Forte. The children's Summer Reading Program will begin this week and a list of activities and programs on the calendars was included in the packet. Aviva did a great job putting it all together. The adult programs and classes will continue. We have two special programs planned and are working with The Spotted Canvas in Maywood for an art class here in September. Routine maintenance was done on the building including landscaping, electrical work, and spraying of the building's foundation by the exterminator. DPW picked up some old electronics from the basement for recycling. The HVAC is not working in the juvenile area; All County Mechanical is looking for a part, reminding us that the unit is 20 years old and probably should be replaced. They will talk to the Borough after this latest repair. The wiring for the new copier is done. We are waiting for a date for the copier to be delivered. The outside sign is almost inaccessible due to overgrown trees and shrubs. It has become infested with ants and the hinges are crumbling so that the plexiglass cannot stay in place. It should be replaced, and the trees and shrubs cut back. The Friends of the Library met on June 19 and the Book Club met on June 20. The Friends of the Library Martha H. Resch Scholarship was awarded to Gabriella Torres-Valencia on June 4 at RMHS. The next Friends meeting is the Annual Welcome Back Tea on Wednesday, September 18 at 1 pm. All are welcome to attend.

CORRESPONDENCE

- Tai Chi Classes with Chiling Weng - classes are offered on Mondays from July 1 - August 26 at 6:30 pm
- Easy Summer Decluttering on Zoom with Jaime Novak - Tuesday, July 9th at 7:00 pm
- Metropolitan Plant & Flower Exchange flyer
- VoxBooks Now Available flyer
- July 2024 Adult Library Program flyer
- Summer Reading June/July/Aug 2024 Children's Event Program flyer

OLD BUSINESS & OUTSTANDING ITEMS

- Outreach to Senior Citizens - revisit in September.
- The new contact list has been updated. Will re-update with Ms. Marilena Ojeda's full mailing address.

NEW BUSINESS

- President Suarez made a motion to hire Artline Kitchen and Bath to perform the refurbishment of the male and female bathrooms due to the need for refurbishment, which was needed from 20 years of damage and much-needed repair for \$12,430. Ms. Krum seconded, and the motion was passed unanimously.
- President Suarez made a motion to hire Nickerson Furniture, Equipment & Design Service to sell and install 12 new wall-mounted storage cabinets for \$8,305.92, to provide additional storage in the Director's office and Technical Processing office. Ms. Jimenez seconded, and the motion was passed unanimously.
- New board member Marilena Ojeda was sworn in by President Suarez.
- Outside sign - Jane will get quotes to compare and will look into lighter LED colors to avoid neighbor complaints about the brightness.
- President Suarez made a motion to name the Quiet Study Room after Mrs. Rose Brockman, a true library advocate who made a generous bequest to the library in her will. Ms. Ilch seconded the motion, which passed unanimously.

QUESTIONS AND COMMENTS FROM THE PUBLIC

None

EXECUTIVE SESSION

A motion was made to close the Board meeting and open an Executive Session at 7:52 pm. No action was taken, just a discussion of personnel matters.

A motion was made to close the Executive Session and re-open the Board Meeting at 8:22 pm.

ADJOURNMENT

At 8:23 pm a motion to adjourn the meeting was made by President Suarez and seconded by Ms. Kontolios. The motion was carried unanimously.

Respectfully submitted,
Jin Kye