

**RIDGEFIELD FREE PUBLIC LIBRARY  
BOARD OF TRUSTEES  
MEETING OF MARCH 28, 2023**

The meeting of the Ridgefield Free Public Library Board of Trustees was called to order at 7:02 p.m. by President Catherine Suarez. President Catherine Suarez read the Open Public Meeting Statement.

**ATTENDANCE**

In attendance were President Catherine Suarez, Mrs. Bonnie Ilch, Ms. Daisy Jimenez, Mrs. Ana Kitchener, Ms. Debbie Kontolios, Mrs. Jin Kye, Mrs. Josephine Mendoza, Ms. Maria Krum, Director Ms. Jane Forte, and Assistant Director Mrs. Yilin Sheng.

A copy of the February 28, 2023, minutes was reviewed by the Board. Upon a motion made by Mrs. Kitchener and seconded by Ms. Kontolios, the minutes were unanimously approved by the Board.

**TREASURER'S REPORT**

The Board reviewed the Treasurer's Reports covering February 28, 2023, read by Ms. Kontolios. A motion to accept the reports was made by Mrs. Ilch and seconded by Ms. Jimenez. The motion was carried unanimously.

**VENDOR SHEET**

The Vendor Sheet dated March 28, 2023, was examined and discussed. A motion to accept the Vendor Sheet was made by Mrs. Kitchener and seconded by Ms. Kontolios. President Suarez took a roll call vote. The motion was carried unanimously.

**DIRECTOR'S REPORT**

The March Director's report was read by Ms. Forte. The library is seeing more foot traffic and the programs are going well, especially ones for children. Staff continues to serve the public with patience and courtesy. Several repairs were done at the Library this month, flushing devices replaced, kitchen drain cleared, light bulbs changed. DPW advised that all ceiling tiles with non-active leaks had to be replaced. That project is ongoing. Library learned about a week ago that some repairs had been done to the roof by Schepisi Roofing. All library staff attended virtual BCCLS Connect training. Adult Grab and Go Craft kits will continue in April with "Flower Power." Emily Weikl was hired and will work on Fridays in the Children's department all day and two mornings per week either in the Children's department or at the circulation desk.

**FRIENDS OF THE LIBRARY**

The Friends of the Library Spring Luncheon at the Tivoli was a success with 26 people attending. The next meeting is Wednesday April 19 at 1pm with terrific guest speaker Mario Medici highlighting NYC's Central Park. Please try to attend.

## **CORRESPONDENCE**

March 2023 Adult Library Program Flyer

March Children's Events at Ridgefield Library Flyer

Friends of the Ridgefield Library - The De Wint House and Historic Tappan, NY Trip Flyer

Spring Food Drive Flyer

Friends of the Ridgefield Library - April Monthly meeting Flyer

## **OLD BUSINESS**

- Roofing updates: Mrs. Suarez asked about the ceiling tiles near the YA room. It's not just the ceiling tile, it's sheet rock so it needs work. ServPro exposed it because of the mold and DPW wants to know what the next steps are. Mrs. Suarez confirmed that Ms. Forte would ask Ray Ramirez. Ms. Kontolios asked if it was covered by insurance.
- Seed Program is not going well as last year with Maywood Library. We will try the Adult Grab and Go kit and see if we can model a different program next year. Ms. Forte will stop by Maywood Library and see what their display looks like. Maybe we can have people submit pictures and exchange seeds in the future.
- Audit report - Audit report ending Dec 3, 2021, was reviewed by the board, Mrs. Mendoza made the motion to accept, and Mrs. Ilch seconded.
- Mrs. Kitchener's last Board meeting will be in April. We are going to plan to go out after the meeting on 4/25.

## **NEW BUSINESS**

- Great turnout for decluttering program by Jamie Novak. (42 participants)
- Capital Improvement account - money is already allocated to the remaining project but will have to discuss and prioritize what needs to be done and get estimates for all the remaining projects. Ms. Forte has the estimates for the kitchen floor already.
- Update to contact list and committee for Borough Finance and Admin Chairman
- Ms. Forte will get the contact info for the international festival at Slocum School on June 2nd for the Bollywood event.

## **QUESTIONS AND COMMENTS FROM THE PUBLIC**

None

## **ADJOURNMENT**

At 7:34 pm a motion to adjourn the meeting was made by Mrs. Suarez and seconded by Mrs. Ilch. The motion was carried unanimously.

Respectfully submitted,

Jin Kye