

**RIDGEFIELD FREE PUBLIC LIBRARY
BOARD OF TRUSTEES
MEETING OF OCTOBER 24, 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 Ms. Rose Huzovic, Mrs. Bonnie Ilch, Ms. Debbie Kontolios, Mrs. Jin Kye, Mrs. Josephine Mendoza, Mrs. Catherine Suarez, and Director Jane Forte. Ms. Daisy Jimenez and Ms. Yilin Sheng, Assistant Director, joined after the attendance was called.

A copy of the September 26, 2023, minutes was reviewed by the Board. Upon a motion made by Mrs. Mendoza, and seconded by Ms. Kontolios, the minutes were unanimously approved by the Board.

TREASURER'S REPORT

The Board reviewed the Treasurer's Reports covering September 30, 2023, read by Ms. Kontolios. A motion to accept the report was made by Mrs. Kye and seconded by Mrs. Ilch. The motion was carried unanimously.

A footnote was added to Schedule C as of June 30, 2023, and was reviewed by the Board.

VENDOR SHEET

The Vendor Sheet dated October 24, 2023, was examined and discussed. A motion to accept the Vendor Sheet was made by Ms. Kontolios and seconded by Mrs. Kye. President Suarez took a roll call vote. The motion was carried unanimously.

DIRECTOR'S REPORT

The October Director's report was read by Ms. Forte. The library continues to see more patrons each week with successful programs. The monthly tween/teen program is gaining popularity. An additional once a month Saturday Spanish class was added due to patrons' request. The CPR/First Aid program was well attended and enjoyable. Children's programs are varied and always filled to capacity. On October 20th, Ridgefield native author Laura Fredericks had a large turnout for her author talk. Regular maintenance was done on the building, including landscaping and fire sprinkler inspection. Annual window washing will be done November 1st and 2nd. Carpets and bathrooms will be professionally cleaned on November 10th, when the library is closed for Veteran's Day. DPW cleared the back door drain after the heavy rain this month. The roof continues to leak, a few new ones in the Children's play area being particularly problematic. Library received a 1/3 mil figure for 2024. It is \$895,115 which is an increase of \$127,888 over this year's \$767,227. A draft budget will be worked on over the next two months and additions will be made to the list of capital improvement projects. The library board's personnel committee should schedule a meeting in early or mid-November to come up with a figure for the staff pay raise for 2024. The committee can then present the figure to the full board at the November board meeting. If approved, it will be put into the draft budget for 2024. In early December, the budget committee will

Need to meet to discuss the draft budget which will be presented to the full board at the December board meeting.

FRIENDS OF THE LIBRARY

The Friends of the Library met on October 18 with a guest speaker on New Jersey Stage Parks and a craft sale fundraiser. The craft items will be on sale again on Saturday, October 28. The Friends Book Club met on October 19. The next Friends meeting is Wednesday, November 8 with guest speaker on the art of Mary Cassatt.

CORRESPONDENCE

October Adult Library Program flyer
October Youth Events Flyer
Friends of the Ridgefield Library Monthly meeting Flyer

OLD BUSINESS

Director, Ms. Forte shared the resolution from Millburn Library on becoming a book sanctuary with the board members. The Board discussed and decided to move ahead with the motion to become a book sanctuary library and to endorse the statement that “Individuals should be trusted to make their own decisions about what they read and believe. Further, people should not be making decisions for other people about what they read. We are united against book bans.” The motion was carried unanimously by the board.

NEW BUSINESS

- Crochet class will begin once a week starting on 1/11/2024 for 6 weeks.
- Latin Dance will begin once a week starting on 3/7/2024 for 5 weeks.
- Director requested Library closure to the public on 12/1 from 10 – 12 for staff breakfast, board approved.
- Legacy Book Bin – Director Jane will reach out to other libraries to get more information.
- Members of the board shared different ideas of recycling and book exchanges such as mini library set ups at homes, having events in school, Slocum will be orchestrating one soon. The ideas of having high school student volunteers to help out at the library and events to have older and younger generations to mingle and spend time together were discussed.

QUESTIONS AND COMMENTS FROM THE PUBLIC

Borough Council Library Liaisons Ms. Joanna Leigh Congalton-Hali and Mr. Jim Kontolios were present. Councilwoman Joanna commented on the excellent job at the craft fair and Councilman Kontolios complimented Joanna’s involvement and proactiveness in the community. He also mentioned that the borough is working hard to get the roofing situation corrected and that he guarantees that it will get done correctly this time. It will cost approximately \$250K to fix the roof. Jim also asked the library to send a weather reminder to DPW to come and clear the drains ahead of time for bad weather.

ADJOURNMENT

At 7:54 pm a motion to adjourn the meeting was made by Ms. Kontolios and seconded by Mrs. Ilch. The motion was carried unanimously.

Respectfully submitted,
Jin Kye