The meeting of the Ridgefield Free Public Library Board of Trustees was called to order at 7:15 p.m. by Vice President Ana Kitchener. Vice President Kitchener read the Open Public Meeting Statement.

ATTENDANCE

In attendance was Vice President Ana Kitchener, Mrs. Bonnie Ilch, Mrs. Lorraine Slovak, Mrs. Jin Kye, Mrs. Josephine Mendoza, Mrs. Catherine Suarez and Library Director, Ms. Jane Forte and Assistant Director, Ms. Yilin Sheng.

A copy of the October 29, 2019 minutes was reviewed by the Board. Upon a motion made by Mrs. Ilch and seconded by Mrs. Mendoza, the minutes were unanimously approved by the Board.

TREASURER'S REPORT

The Board reviewed the Treasurer's Report dated October 29, 2019 read by Mrs. Suarez. A motion to accept the report was made by Mrs. Slovak and seconded by Mrs. Ilch. Vice President Kitchener took a roll call vote. The motion was carried unanimously.

VENDOR SHEET

The Vendor Sheet dated October 29, 2019 was examined and discussed. A motion to accept the Vendor Sheet was made by Mrs. Suarez and seconded by Mrs. Slovak. The motion was carried unanimously.

DIRECTOR'S REPORT

The month of November started with a very successful event sponsored by the county, HealthEase; 100 people attended and raves reviews. Usual maintenance was done on the building, including electrical and HVAC adjustments. October was a busy month for meetings and events, one exam was proctored for Thomas Edison State College, the Girl Scouts, KPAC and the Rent Leveling Commission held their meetings at the Library. Districts 2 and 4 voted at the library on Tuesday, November 5.
FRIENDS OF THE LIBRARY

The Friends met on November 9th with a silent auction following the meeting. The Avon fundraiser, gift card and raffle fundraisers are doing well. The Friends Holiday party at Café Tivoli is Sunday, December 1st at Noon; tickets are $45 per person.

CORRESPONDENCE

Friends October Raffle & Holiday Party Flyers
Hot Topics for Trustees Flyer
November Calendar
Metropolitan Plant Flyer
Thank you from Dept of Health for participation at the Health Fair
Thank you to Lord Jesus Love Presbyterian Church for $2000 donation

OLD BUSINESS

Email from Jin Kye from Back to School Night referencing feedback from parent stating how much she enjoyed the summer programs

NEW BUSINESS

The library will be a Census Recruitment location until January.
Motion was made by Mrs. Slovak and seconded by Mrs. Suarez to close Library from 10am to 12pm on December 6th for Staff Holiday Breakfast.
Budget Meeting Monday December 9th @5pm.
Audit to be approved at December Board Meeting.
Motion was made by Mrs. Ilch and seconded by Mrs.Kye to approve 2020 Library Holiday Schedule and Board Meetings.
Motion was made by Mrs. Slovak and seconded by Mrs. Kitchener to approve a 2% Salary increase across the board for 2020.
Mrs. Suarez suggested columns/barriers in front of the handicap parking spot and the benches outside the library; Jane will make inquiry to DPW

QUESTIONS AND COMMENTS FROM THE PUBLIC

There were no questions or comments from the public.

ADJOURNMENT

At 8:05 pm a motion to adjourn the meeting was made by Mrs. Slovak and seconded by Mrs. Slovak. The motion was carried unanimously.

Respectfully submitted,
Lorraine Slovak