

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

The meeting of the Ridgefield Free Public Library Board of Trustees was called to order at 7:03 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. Daisy Jimenez, Ms. Maria Krum, Ms. Debbie Kontolios, Mrs. Jin Kye, Mr. Mike Said, President Catherine Suarez, and Director Ms. Jane Forte and Assistant Director, Ms. Yilin Sheng.

A copy of the October 24, 2023, minutes was reviewed by the Board. Upon a motion made by Ms. Kontolios, and seconded by Mrs. Kye, the minutes were unanimously approved by the Board.

**TREASURER'S REPORT**

The Board reviewed the Treasurer's Reports covering October 31, 2023, read by Ms. Kontolios. A motion to accept the report was made by Ms. Krum and seconded by Mrs. Ilch. The motion was carried unanimously.

**VENDOR SHEET**

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

**DIRECTOR'S REPORT**

The November Director's report was read by Ms. Forte. The library has had a steady stream of patrons in the month of November. The after-school crowd is coming back and sticking to the rules. English and Spanish conversation classes continue to bring in new people each week. The once-a-month Saturday Spanish class is building in attendance. District 2 and 4 voted in the library on Election Day. The Library had almost 100 attendees on Zoom for the "How to Disguise Clutter" program on November 14. Children's programs have been as crowded as ever. The tween/teen program attendance fluctuates from month to month. Routine maintenance was done on the building including work on the HVAC system, repair to the handicapped door button, and some landscaping. Windows were washed inside and outside on November 1st and 2nd. The carpets and bathrooms were professionally cleaned on November 10th. DPW was called on November 20th to clear roof gutters and back door drains in anticipation of heavy rain on November 21st.

## **FRIENDS OF THE LIBRARY**

The Friends of the Library will host their annual Holiday Party at the Library on Saturday, December 9 at 1 pm. All are welcome to attend. The Friends are sponsoring a Personal Care Drive to benefit the Bergen County Shelter for the Homeless.

## **CORRESPONDENCE**

All Seasons Greetings Program Flyer - Sunday, December 3rd, 3 - 4 pm  
Friends of the Ridgefield Library Holiday Party flyer - Saturday, December 9 at 1:00pm  
College Admission seminar flyer - Monday, December 11 at 6 pm  
November Adult Library Program flyer  
November Youth Event Program flyer

## **OLD BUSINESS**

- The following Ridgefield Public Library Book Sanctuary Policy has been adopted on 10/24/2023. The Ridgefield Public Library Board of Trustees has declared that The Ridgefield Public Library is a book sanctuary. Individuals should be trusted to make their own decisions about what they read and believe. Furthermore, people should not make decisions for other people about what they read. The Ridgefield Public Library Board of Trustees and The Ridgefield Public Library are united against book bans.
- Purchase prices for the leaves, acorn, stone and mini trees have been shared with the board members  
Leaf: \$12 (engraving cost); Acorn: \$130; Stone: \$200; Mini tree: \$300  
Donation prices are per below  
\$200 (copper); \$400 (silver); \$800 (gold leaf); \$1200 (Acorn); \$2500 (Stone); \$5000 (mini tree)
- Discussion on volunteer vs. internship and depth of coverage of an intern; we will need to have a conversation with Josephine to get more information on this.
- Continued discussion on how to get more ideas about ways to communicate and utilize social media to better communicate within the community.

## **NEW BUSINESS**

- Ridgefield Public Library Holidays 2024 was passed. A motion to accept the schedule was made by Mrs. Kye and seconded by Ms. Huzovic. The motion was carried unanimously.
- Ridgefield Public Library Board of Trustees Meeting 2024 was passed. A motion to accept the schedule was made by Ms. Krum and seconded by Ms. Huzovic. The motion was carried unanimously.
- Discussion on how to track our done, doing, pending in 2024 by excel sheet. We can effectively track our to-do list and manage any outstanding issues or topics.

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

Borough Council Library Liaisons Ms. Joanna Leigh Congalton-Hali and Mr. Jim Kontolios were present. Councilwoman Joanna thanked the Library staff for their excellent job on Election Day. She attended a statewide conference to address the roofing situation. She will keep us posted to the progress of the roof. Councilman Kontolios will add a sidebar to the borough's website to track views and links to the library site.

## **ADJOURNMENT**

At 8:00 pm a motion to adjourn the meeting was made by Ms. Kontolios and seconded by Mr. Said. The motion was carried unanimously.

Respectfully submitted,  
Jin Kye