

**Library Association of Ringwood Inc.**  
Board of Trustees Meeting March 26, 2018  
Ringwood Public Library (“RPL”)

*OPEN SESSION*

**ATTENDANCE:** Amy Boyle Geisel, Heather Nemeth, Heather Manley Caldwell, Ed Thomas, Karen Marcus, Susan Rakosi Rosenbloom, Amanda Beth McCormick Gillman, Anne Siebecker, Lisa Straubinger, Elise Bedder, Wendy Sanford. Anne Siebecker arrived at 7:42pm.

**Absent: None.**

**Call to Order and Statement of meeting notice:** The meeting was called to order at 7:38 PM by President Amy Boyle Geisel and she read the following statement: Adequate notice of this meeting was provided in the usual course to the Suburban Trends, Record, Herald News, WGHT, Channel 77, Borough Manager, and the RPL website. Notice was posted inside the library.

**Minutes:** Karen Marcus made a motion to accept the Open Session Minutes of February 26, 2018. Heather Manley Caldwell seconded. The motion carried. Heather Manley Caldwell made a motion to accept the Executive Session Minutes of February 26, 2018. Karen Marcus seconded. The motion carried.

**Treasurer’s Report:** Finance committee hasn’t met because of all the snow days. The budget is being worked on - what each account is for and how much is in it. Town asked that the library look over the budget and tighten up the proposed budget. Taxes are done.

**Correspondence:** None

**Committee Reports:**

**Strategic Planning:** Met last week. Worked on mission and value statements. Made a list of every single program at the library and the attendance to decide how to move forward. Looked at three categories:

Adult, Teen & Children. In these categories looked at art, technology/digital, verbal literacy, and culture. Planning for a charret (a meeting to iron out things). Worked on a list of stakeholders to invite. Sent out a doodle to see availability. Hoping to hold the charrette in the library. Elise will send out invites once all details are decided.

### **Friends Report:**

- Finally got a quote on the new AV system they have been looking into for downstairs in the library. Looked closely at the operating agreement. \$13,776: Large touch screen, speakers, training, tech support, labor. Amy BG outlined 15 items of concern in 11/17/17 proposal, Elise in touch with Kathi to get responses. Will need to coordinate with the Borough and DPW for some of the work that needs to be done. Friends approved expenditure.
- Amy Boyle Geisel made a motion that we authorize and approve the Friends to spend a maximum of \$15,000 pursuant to 11/17/17 quote and contract of VCA to purchase a new audio-visual system for the basement large room. Heather Nemeth seconded. Motion passed. Board will rely on Director to handle coordination and installation of this new AV system between VCA and Borough.
- St. Patrick's Day celebration very successful! Raised over \$200.
- Escape the Library - April 14, 2018 (Heather, Amy and Jessica running the event.)
- Tea has been tabled.
- Berta's dinner - November 16, 2018 - more details to follow.

**Public Hearing:** Amy Boyle Geisel made a motion to go into Public Session at 8:12 PM. Susan Rakosi Rosenbloom seconded. The motion was carried. Wendy Sandford mentioned the robotics program and the registration for it. Discussion ensued. Questions were asked about the potential to go “fine free” and discussion ensued. N. Haledon will be BETA testing.

Amy Boyle Geisel made a motion to come out of public session at 8:30 PM. Lisa Straubinger seconded. The motion carried.

**Board Comments:** None

**Director’s Report:** Elise Bedder produced the attached 3 page report which also includes reports for Adult Reference, Children’s & Tweens, Young Adult and Technology. Need to revisit the protocol of requesting funds from Friends for staff programs and supplies; Heather Manley Caldwell and Elise working on form for staff to use.

**Old Business:** None

**New Business:** None

**Unpaid Bills:** Amy Boyle Geisel made a motion to pay the unpaid bills. Heather Nemeth seconded. The motion passed.

**Executive Session:** At 8:55 PM Amy Boyle Geisel made a motion to come out of open session. Karen Marcus seconded. The motion passed. At 8:56 Amy Boyle Geisel made a motion to move into Executive Session. Susan Rakosi Rosenbloom seconded. The motion passed. At 10:22 Amy Boyle Geisel made a motion to come out of Executive Session. Susan Rakosi Rosenbloom seconded. The motion carried. At 10:23 Amy Boyle Geisel made a motion to go into Open Session. Karen Marcus seconded. The motion passed. Karen Marcus made a motion to approve all matters voted on in Executive Session. Heather Nemeth seconded and the motion carried.

**Adjournment:** Karen Marcus made a motion to adjourn at 10:24pm. Anne Siebecker seconded. The motion passed. The next regularly scheduled meeting of the Ringwood Public Library Board of Trustees will be held on Monday, April 23, 2018 at 7:30 PM.

Respectfully submitted,

Lisa Straubinger, Secretary  
March 26, 2018