

**Woodbridge Library Commission Minutes
March 9, 2009**

Members Present: Ginny Calistro, Patricia Cardozo, Jeanette Glicksman, William Kelly, Georgia Morgan, Aldonna Noto & Tom Shernow.

Members Absent: Ann Rubin and Jeannette Kordiak

Also Present: Jan Day, Library Director, Friends of the Library, Beth Heller, Board of Selectman

I. Call to Order At : 6:07 PM.

II. Additions to the Agenda- None

Public Comment and Liaison Reports –Beth Heller informed us that the Board of Selectman accepted our budget as presented.

Gloria Kurek emailed us that the Friends of the Library’s next meeting will be March 16. Their annual meeting will be April 27. The speaker will be Bob Liftig, author of “Baby Bomber Chronicles”.

IV Approval of February 9, 2009 Minutes as amended on February 8- moved by Jeanette Glicksman and seconded by Bill Kelly. Passed unanimously.

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V. Committee Reports

A. Budget & Finance-Board of Finance passed our requests except for our request to be open three hours on Sundays during the Winter. The Monthly operating budget shows that we are on budget for the June 30, 2009 fiscal year.

B. Policy & Personnel – In January a memo from Town Hall was received dealing with policy of inclement weather. The memo was interpreted to apply to employees working in the Town Hall. Employees were urged to use their discretion with traveling in inclement weather. On January 28, Jan closed the library due to a snowstorm, but there was no communication to Town Hall. A subsequent Town memo mentioned that any weekday daytime closing decision is to be made by the town Administrative Officer.

C. Property & Maintenance- Pat/Georgia moved for Jan Day to work with Tony Genovese (Town Finance Director) to issue a RFP for architectural services subject to Town guidelines. This is intended to be submitted for a State Grant to renovate the Woodbridge Room and Reference Desk areas.

Georgia Morgan moved and Bill Kelly seconded “That the Commission support Jan Day’s actions to create a Library closing policy to co-ordinate with Town Hall to be submitted by the Library Chairman to Town Hall”.

- VI. Director’s Report** – Jan Day referred us to her report. Our library scored highly in all services according to “Connecticut Public Libraries: A Statistical Report 2007-2008” compiled by the CT State Library. We ranked below the State average in the number of public internet computers available. Staff salaries were quite low compared to towns with similar per capita income.

Old Business – The Library staff sent a thank you note for Valentine’s Day fruit arrangement sent from the Commission.

New Business – N/A

- VI. Items for April 13, 2009 Meeting 6PM**
Review Library closing policy due to inclement weather.

- VII. Adjournment:** 7:12 PM by Ginny Calistro and seconded by Bill Kelly.

Respectfully submitted,
Thomas Shernow, Library Commission Secretary