

**Woodbridge Library Commission Minutes
September 21, 2009**

Members Present: Renee Bevacqua-Bollier, Ginny Calistro, Karen Cusick, Jeanette Glicksman, William Kelly, Georgia Morgan, Aldonna Noto, Marisa Von Beeden & Tom Shernow.

Members Absent: None

Also Present: Jan Day, Library Director & James Sabshin, Board of Selectmen.

I. Call to Order At : 6:06 PM.

II. Additions to the Agenda- None

III. Public Comment and Liaison Reports – Jeanette Glicksman delivered the Friends of the Library report. The Friends membership has increased recently. The annual Purves lecture will be held Monday, October 26 at 7 PM. Kimberly Hatcher-White, Executive Director of the Mashantucket Pequot Museum will be the speaker. She is also a tribal member.

IV Approval of July 13, 2009 Minutes- two corrections. Sarah Teitelman (sp) was one of the pages hired. Five of the Eight computers installed were acquired for \$3,745. The other three were funded by LION as is done annually.

V. Committee Reports

Nominating:

Georgia Morgan presented the Nominating Committee's slate of Officers:

Aldonna Noto, Chairman, Ginny Calistro, Vice Chairman and Tom Shernow, Secretary/Treasurer.

Georgia did ask for nominations from the floor, there were none.

Jeanette moved the nominations be closed, Bill Kelly seconded, the motion passed unanimously.

Jeanette Glicksman moved to accept the nominations as presented. Karen Cusick seconded. Motion passed unanimously.

A. Budget & Finance-The Capital improvement Budget is due by October 16, 2009. Karen, Aldonna, Ginny and Tom Shernow will meet with Jan Day to prepare this. Meeting room carpeting will be requested again. Woodbridge Room renovation will also be on the list.

The Commissioners reviewed July and August financial information.

B. Policy & Personnel –N/A

C. Property & Maintenance- Jan Day reported that the Garden Club seldom weeded the library gardens during the Summer.

The Meeting Room and entranceway will be painted by the town in October.

Woodbridge Room. Jan Day called in Ken Best, architect for the Library renovation project. Ken was requested to provide a quote for renovation needed. Total quote is \$33,557. Jan Day will contact several other architects approved by Connecticut Library Association.

VI. Director's Report –

Action needed:

- 1)Library to be open Wednesday, November 25 from 10 AM to 5:00 PM
Ginny moved and Georgia seconded..
- 2)Thursday, December 24, Library to be open from 10 AM through 1PM.
Jeanette moved and Mia seconded.
- 3)October 19 through 24 is “Food for Fines Week”. Fines will be erased if food is donated. Donated food will be used to stock the Woodbridge Human Services Food Bank. Georgia moved and /Karen seconded.

All three motions passed unanimously.

Jan Day presented the Library's Four goals for the upcoming year.

- 1)To accept, evaluate and organize a donated collection of classical music CDs.
- 2)To redesign, update and enhance the library's website.
- 3)To update library policies-Including circulation, volunteers, computer and internet use and the mission statement.
- 4)To honor all volunteers during National Volunteer week, April18-24, 2010.
- 5)Renovation of Woodbridge Room.

VII.Old Business – N/A

VIII.New Business – At next month's meeting, Aldonna will appoint members to committees.

IX. Items for October 13, 2009 Meeting 6PM-N/A.

X. Adjournment: 7:24 PM by Ginny and seconded by Georgia Morgan.

**Respectfully submitted,
Thomas Shernow, Library Commission Secretary**