

**Woodbridge Library Commission Minutes**  
**February 11, 2019**  
**The Friends Meeting Room 6:30 pm**

**Members Present:** Jeanette Glicksman (Chairman), Renee Bevacqua-Bollier, Tom Shernow, Emily Sharp, Ellen Spark, Andi Doucette and Judi Young.

**Members Absent:** Aldonna Noto and Loredana Falcigno.

**Also Present:** Eric Werthmann, Library Director, Sandy Stein, Board of Finance and David Lober, Board of Selectman.

**I. Call to Order** At 6:38.

**II. Additions to the Agenda-** None

**III Public Comment and Liaison Reports –**

- a. Friends of the Library- The Friends report that their book sales have been brisk through both the bookstore and Amazon.

The Friends have been planning March's mini-golf event. Friday night's adult-only event will be free to all members of The Friends.

- b. Board of Finance- Sandy Stein told us that her board has been hearing department operating budget proposals.

She complemented Eric for decreasing Library payroll through cross training and reevaluating department staffing needs.

Sandy also complemented the Amity Board of Education's presentation.

- c. Board of Selectman- David Lober informed us that his Board is waiting on an engineering evaluation of the Country Club of Woodbridge's proposals for development.

**IV Approval of Minutes –** From January 14, 2019 has been postponed.

**V. Committee Reports**

- A. Budget & Finance- Eric Werthmann, Library Director distributed "Munis and 405" financial reports. Tom Shernow moved to approve both reports and Emily Sharp seconded. Vote passed unanimously 7-0.

L.D. Eric Werthmann presented the Library's 2019-2020 Operating Budget on January 29. It was well received.

**B. Policy & Personnel –**

Hiring of part-time Circulation assistant- Renee Bevacqua-Bollier moved and Andi Doucette seconded the hiring of Sarah Shepherd. Sarah has a wealth of library experience and has been a long-time town resident. The motion passed unanimously 7-0.

This committee met in January to review the Art Exhibit policy. The committee plans to meet in March.

**C. Property & Maintenance-**

The large courtyard tree was taken down.

The Meeting Room had wireless microphones installed.

**VI Director's Report –** noted elsewhere.

**VII Director's Goals Update –**

L.D. has begun contact with designers to upgrade Library website.

**VIII New Business –**

March 19 Library opening time moved to 1 p.m. to allow for staff development. Motion moved by Ellen Spark and seconded by Judi Young. Vote passed unanimously 7-0.

Public copier coin box will be removed. Patrons will pay the Circ. Staff.

**IX Old Business –** The Yudkin Family Gift fund- Sandy Stein informed us that if this fund was invested at a bank, the income would be received by the Town not the Library.

**X Executive Session-N/A**

**XI Items for March 11, 2019 Meeting at 6:30 PM.**

L.D. to look at Hoopla software metrics to determine if policy change is needed.

**XII Adjournment: 7:21 PM** by Renee Bevacqua-Bollier and seconded by Emily Sharp. Vote passed unanimously 7-0.

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

