

**Woodbridge Library Commission Minutes**  
**March 9, 2020**  
**Friends Meeting Room**  
**6:30 pm**

**Members Present:** Ellen Spark, Jim Moriarty, Tina Brogadir, Emily Sharp, Judi Young, Renee Bevacqua-Bollier (Vice-Chairman) and Tom Shernow

**Members Absent:** Andi Doucette and Jeanette Glicksman (Chairman)

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

**I. Call to Order** at 6:34 by Renee Bollier.

**II. Additions to the Agenda** – Jim Moriarty moved and Emily Sharp seconded a motion to vote on a recommendation to the Board of Selectman to hire a new Head of Technical Services, when we reach “Policy & Personnel”. Motioned passed unanimously 7-0.

**III. Public Comment and Liaison Report-**

- a) Friends of the Library – Eric Werthmann (LD) informed us that The Friends will be mailing their annual newsletter by April 1. The Friends expressed that they will miss Lynn Serra upon her retirement this month. Plans for the June 6 book sale are ongoing.
- b) Board of Finance – N/A.
- c) Board of Selectman – Among other topics from their February 12<sup>th</sup> meeting, Sandy Stein informed us that the Fitzgerald Field parking lot enlargement is under way. There will be a separate entrance and exit.

Thomas Darling House was discussed at February 25 BOS meeting. 3 proposals were heard. The Board decided that the Historical Society will oversee the Museum and Caretakers quarters. A committee will be established to oversee the outbuildings and property.

**IV Approval of Minutes**

From February 10, 2020 Commission meeting – Jim Moriarty moved to accept the minutes and seconded by Ellen Spark. Motion passed 4-0-3. Abstentions: Emily Sharp, Judi Young and Renee Bollier.

**V. Committee Reports:**

**a) Budget and Finance**

Jim Moriarty moved to approve the two financial reports. Seconded by Tom Shernow. The motion passed unanimously 7-0.

**b) Policy and Personnel –**

Recommendation to the Board of Selectman to promote Elena Fernandez to “Head of Technical Services”. Ellen Spark moved and Judi Young seconded. The motion passed unanimously 7-0.

The Committee will meet after tonight’s Commission meeting to discuss the petitioning issue and other policies.

**c) Property and Maintenance – N/A**

**VI. Director's Report and Goals Update –** L.D Eric is working with Town Finance Director to obtain Fiber Optic internet connection for the library. Project to be fully funded by grants.

**VII. New Business –** Retirement and Appreciation Gathering for Lynn Serra, Head of Technical Services. Tuesday, March 31 from 4-6 at the Library.

**VIII. Old Business**

- a. Web design project – L.D led a viewing of the new website which is near completion. Design seems easy to navigate and functional. A mobile version will also be available.
- b. Outside lighting. L.D. to work with Brad at Building Maintenance to develop a project scope and cost proposal.
- c. Discussion of possibly remaining open on Saturdays in the summer. This will be tabled until feedback is received on the 2020-2021 Operating budget.

**IX. Executive Session – N/A**

**X. Items for April 13, 2020 meeting- Friends Meeting Room 6:30 P.M.**

- a. Additional outside lighting, Building Maintenance, Board of Selectman
- b. Website completion
- c. Discussion of Summer Saturday hours.

**XI. Adjournment**

Moved to adjourn by Ellen Spark and seconded by Emily Sharp. Unanimously approved 7-0. Adjourned at 7:27pm

**Respectfully submitted,**

Tom Shernow, Woodbridge Library Commission Secretary