

Woodbridge Library Commission Minutes
April 8, 2019
Friends Meeting Room
6:30 pm

Members Present: Jeanette Glicksman(Chairman), Emily Sharp, Loredana Falcigno, Judi Young, Renee Bevacqua-Bollier, Andi Doucette

Members Absent: Ellen Spark, Tom Shernow

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

I. Call to Order at 6:39

II. Additions to the Agenda – None

III. Public Comment and Liaison Report-

- a) Friends of the Library – Eric Werthmann (LD) informed us that the Mini Golf Event in March was a success. Preparing for annual book sale for May 30-June 3.
A description of the Friends’ mission was provided for the Home Haven group to allow for future ‘down-sizing’ donations.
- b) Board of Finance – Sandy Stein reported that the board has been focusing on the Budget. Happy to report the budget was able to achieve under a 1% increase. This will be presented at the Preliminary Budget Hearing on April 22nd at 7:30 in the Gym.
- c) Board of Selectman – David Lober reported total number of 845 students are enrolled at Beecher Road School. Additional cost of \$220,000 for special education is high at the school. HVAC system still being dealt with at Beecher. Discussion underway regarding combining schools K thru 6 with Amity District..

IV Approval of Minutes

From March 11, 2019 Commission meeting – moved by Emily Sharp and seconded by Andi Doucette. Motion passed 4-0-2 Abstentions: Loredana Falcigno and Judy Young

V. Committee Reports:

a) Budget and Finance

MUNIS operating budget: 75% of year has gone by and 70% of budget has been spent. 405 report – the LD mentioned the state grant and library materials purchased (Hoopla and Kanopy). Some programming costs and some replacements due to weeding.

Renee Bevacqua-Bollier moved to approve the two financial reports with second by Emily Sharp. Motion passed unanimously.

b) Policy and Personnel

1. Exhibit Policy: Ammended 4/8/19. Judi Young moved to approve the *Exhibit, Display and Bulletin Board Policy*. Emily Sharp seconded – Passed unanimously.

2. Computer and Internet

Ammended 4/8/19. Andi Doucette moved to approve the *Computer and Internet Use Policy*. Judi Young seconded – Passed unanimously.

3. Collection Development and Maintenance

Ammended 4/8/19. Emily Sharp moved to approve *Collection Development and Maintenance Policy*. Renee Bevacqua-Bollier seconded – Passed unanimously.

c) Property and Maintenance

The LD discussed the humidity issue and he is waiting for the scheduling of the remedial work.

VI. Director's Report and Goals Update:

Sandy Stein asked about updating the website and the cost involved. Suggested finding out what Friends would be willing to spend. Jeanette Glicksman cautious about spending a large amount. Sandy Stein also suggested looking into Yudkin Fund. David Lober asked about ongoing costs. The LD to get more information and documentation for next month.

LD noted the staff training on March 19th was very good for team-building. LD mentioned under goals that the Friends are interested in sprucing up the foyer. They are looking into stained glass to hang in windows and paint the area. LD reported the photocopier made slightly more this month. LD also noted that they will not be continuing The Farmers' Market this summer.

VII. New Business

VIII. Old Business

IX. Executive Session

X. Items for May 13 meeting: HVAC, Website updating, Friends foyer

XI. Adjournment

Andi Doucette moved to adjourn. Judi Young seconded the motion. Unanimously approved.
Adjoun 7:25pm

Respectfully submitted,

Loredana Falcigno, for the Town Library Commission