

**Woodbridge Library Commission Minutes**  
**September 14, 2020**  
**Via Tele-Conference 6:30**

**Members Present:** Jim Moriarty, Tina Brogadir, Judi Young, Andi Doucette, Tom Shernow & Renee Bevacqua-Bollier (Vice-Chairman)

**Members Absent:** Jeanette Glicksman (Chair), Ellen Spark & Emily Sharp

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

**1. Call to Order** at 6:33 by Renee Bevacqua-Bollier

**2. Additions to the Agenda – None**

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

- a) Friends of the Library – Eric Werthmann (LD) informed us that The Friends are selling many books through Amazon. There are two book carts with books for sale outside the Library. Payment is on the honor system and is working well.

The Friends appreciate all of the support our LD and staff have provided.

- b) Board of Finance – Susan Jacobs told us that BOF had a brief meeting to facilitate Budget transfer items. Next meeting is September 17.
- c) Board of Selectman – Sandy Stein told us that the BOS met on September 7<sup>th</sup>. The Board voted to remove the Darling House’s one-room schoolhouse so that the planned grant-funded Survey and Planning Assessment may be achieved.
- d) Public comment – N/A

**4. Approval of Minutes**

From July 13, 2020 Commission meeting – Andi Doucette moved to accept the minutes and seconded by Tina Brogadir. The motion passed 6-0.

**5. Committees –**

- a. Finance - Munis Reports- The Commission members received updated-June and August monthly Operating (Munis) Reports. LD explained that while overall FY21 Staff payroll is lower than the budget, part-timers are being used to fill Regular assistant positions which has resulted in fluctuations with these two categories. The motion passed unanimously Judi Young moved to accept the reports and Tom Shernow seconded. The vote passed unanimously, 6-0.

b. Policy & Personnel – BOS approved the promotions of full-time Children’s Services Assistant and Adult Services Librarian.

c. Property Maintenance – N/A.

**6. Directors report** – LD announced that we have been awarded a FY 21 State library grant- “Fiber to the Library”. The grant will fund construction of a new high speed fiber internet connection to the library. The Grant will cover the full estimated cost of \$ 22,600. LD worked on this grant since February.

**7. Directors Goals. N/A**

**8. New Business – N/A**

**9. Old Business** - Curbside pickup and re-opening plans. Patron feedback has been very positive with the pickup procedures that have been instituted. There have been patron requests to browse the library collection. A system for this is being worked on.

Plans are being developed for a limited re-opening. Perhaps a limited number of patrons will be allowed to browse the collection for a limited time period. Public computers use by appointment is also being considered.

**10. Executive Session – N /A**

**11. Items for October 13, 2020 Meeting – 6:30 P.M. (Tuesday)**

a. Curbside pickup and re-opening plans

**12. Adjournment**

Moved to adjourn by Judi Young and seconded by Andi Doucette. Unanimously approved 6-0. Adjourned at 7:05 P.M.

**Respectfully submitted,**

Tom Shernow, Woodbridge Library Commission Secretary