

Woodbridge Library Commission Minutes
March 13, 2017
Friends Meeting Room
6:00pm

Members Present: Jeanette Glicksman (Chairman), Marisa Von Beeden, Sheri Cifaldi-Morrill, Elizabeth Marsh, Aldonna Noto, Renee Bevacqua-Bollier & Tom Shernow.

Members Absent: Ginny Calistro and Loredana Falcigno

Also Present: Eric Werthmann, Library Director (LD), Anthony F. Anastasio, Jr, Board of Selectman and Sandy Stein, Board of Finance

I. Call to Order At 6:03.

II. Additions to the Agenda- None

III. Public Comment and Liaison Reports –

Mia Von Beeden, Friends of the Library informed us that the Book Store has been busy. The Friends will be sending a fundraising mailing soon. The bookstore received a large donation of fiction and non-fiction books.

Sandy Stein told us that the Library has been requested to lower their Operating Budget request by \$20,000. Other Town departments have been requested to decrease their requests also.

Anthony Anastasio Jr updated the members about upcoming development proposals in the Village district.

IV Approval of Minutes

From February 13, 2017 Commission meeting- moved by Sheri Cifaldi-Morrill and seconded by Renee Bevacqua-Bollier. Motion passed 4-0 with 3 abstentions.

VI. Committee Reports

A. Budget & Finance- Eric Werthmann, Library Director distributed financial reports. Tom Shernow moved to accept the monthly operating budget report. Sheri Cifaldi-Morrill seconded. Motion passed unanimously.

Budget decrease request. Due to efficiencies realized from the reorganization of the Adult Services area it will be possible to decrease part-time salaries including 1 part-time job elimination. There are concerns that this may lead to increased wait time for the patrons. Additionally Summer hours may be reduced on Fridays.

B. Policy & Personnel – By June there needs to be a Director’s review.

C. Property & Maintenance- See Old Business.

VII Director’s Report & Goals Update –

LD’s report is covered throughout these minutes.

VIII Old Business –

a. New logo update- LD circulated latest design proposal. Members discussed this design and logos from other towns. LD to follow up.

b. Library Trust update- Mia Von Beeden confirmed that the Trust has a March 31, 2016 year-end requirement to file a tax return. Tom Shernow to help with this. The funds in the Library Trust checking account have been transferred to the Friends of the Library.

c. LED lighting update. LED expects tubes to arrive by end of March. It is expected that by the proposed LED lighting throughout the library will save \$9,000.

d. Signage update- Hopefully Public Works will be available within the next month to assist.

IX Executive Session-N/A

X Items for Tuesday, April 4, 2017 Meeting at 6 PM. None

XI Adjournment: 7:06 PM by Sheri Cifaldi-Morrill seconded by Mia Von Beeden. Vote passed unanimously.

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