

Woodbridge Library Commission Minutes
January 10, 2022
Remote-Via- Zoom 6:00 PM

Meeting recording available at-

https://us06web.zoom.us/rec/share/LA5_Ty6boK5JRpZ9OMmMDKUPDDF5atRMks4YvPxzgyhvuvWIRcTiaSPxw9PX7bFx.M9jycxMkXoiSoeJc

Members Present: Dick Blackwell, Tom Shernow, Tina Brogadir, Jim Moriarty (Chair), Emily Sharp, Andi Doucette, AJ Cappiello, Thanh Huntington & Ellie Sheehy

Members Absent: None

Also Present: Eric Werthmann, Library Director (LD), Susan Jacobs, Board of Finance and Jennifer Sullivan, Head of Library Adult Services.

1. Call to Order at 6:05 by Jim Moriarty.

2. Additions to the Agenda – None

3. Public Comment and Liaison Report-

a) Public comment- N/A

b) Friends of the Library – LD read The Friends’ December report.

The pairing sale – buy this book, pair it with this gift – was a big success. LD Eric agreed to let the Friends put a table inside the front entrance which worked out well.

The October annual appeal has been successful, and donations are still being received.

On December 20, the friends paid for a luncheon for the terrific library staff.

c) Board of Finance – Susan Jacobs- BOF has completed Departmental capital budget requests.

Operating budget reviews will begin this month.

d) Board of Selectman –N/A

4. Approval of Minutes- from December 13, 2021 Meeting.

Ellie Sheehy moved and Tina Brogadir seconded to accept the minutes as presented. Motion passed 8-0 with one abstention.

5. Approval of Minutes- from December 16, 2021 Special Meeting.

Dick Blackwell moved to accept the minutes and A.J. Cappiello seconded.

The motion passed 6-0 with three abstentions.

6. Committees –

a. Budget & Finance –

Munis and 405 Reports- The Commission members received the December financial report and the 405 (Funds) report- December Fund expenditures were spent on Hoopla and Kanopy downloads and for three staff computers. LD explained that in January the Library received a donation from The Friends that will be used to replenish the 405 (funds) Automation line item.

b. Policy & Personnel – N/A

7. Directors Report –

- a. Library Hours - The plan is to expand to our full 54 hours a week beginning the week of January 17. This is dependent on maintaining full staff, i.e., covid absences. Otherwise, the full-opening date may be pushed back, or open hours may have to temporarily decreased. Programming will be dependent on staffing and the level of area covid case levels.

8. New Business –

- a. Approval of Operating Budget FY 2023. The Commission reviewed the proposed Operating Budget. Several minor changes were suggested to the narrative and implemented. Thanh Huntington moved to accept the Operating Budget and Emily Sharp seconded. The vote passed unanimously, 9-0. LD had requested January 27, 2021 for the presentation of The Library Operating Budget.

Many thanks to LD Eric and Chairman Jim Moriarty for their efforts.

- b. Consideration of modifying Circulation policy to eliminate fines. After much discussion, it was decided to table this topic until the February meeting. LD to research past Fines collection data.

9. Old Business –

- a. Update on Café Rebelde’s use of the Meeting Room. LD had discussions after the Commission approved this on a temporary basis. Unfortunately, this did not move forward. Café Rebelde will soon start using their new coffee truck.

10. Executive Session – N /A

11. Items for February 14, 2022, Zoom Meeting – 6:00 P.M.

- a. Consideration of modifying Circulation Policy to eliminate overdue fines.

12. Adjournment

Emily Sharp moved to adjourn and seconded by Andi Doucette. Unanimously approved 9-0. Adjourned at 7:01 P.M.

Respectfully submitted,

Tom Shernow, Woodbridge Library Commission Secretary

- **All votes other than procedural votes were conducted by roll call.**