

Woodbridge Library Commission
February 13th, 2023 - 6:00 PM
Friends Meeting Room

Members Present: Thomas Shernow (Chair); Andi Doucette (Vice Chair); Thanh Huntington (Secretary); Dick Blackwell; Tina Brogadir; Emily Sharp; Ellie Sheehy

Members Absent: Cynthia Zak; AJ Capiello

Also Present: Eric Werthmann (Library Director), Kyla DeRisi

1. Call to Order at 6:02 by Tom Shernow

2. Public Comment and Reports

a. Public Comment– N/A

b. Liaison Reports–N/A

3. Approval of minutes of January 9th, 2022 meeting

Andi made a motion to approve the January 9th, 2023 minutes. Tina seconded the motion. The motion was approved unanimously 6 to 0. (Emily abstained)

4. Committee reports

a. **Budget and Finance**

i. Munis and 405 reports

Munis– The breakdown of the Munis was briefly discussed. No major differences from last month were noted.

405 Report– The breakdown of the 405 report was briefly discussed, including an explanation for slightly larger expenditures in the digital media line. The restrictions and origins on various gift funds were explained and clarified.

Policy & Personnel

i. The Policy & Personnel Committee will meet soon to finish reviewing the last few policies.

c. **Public Relations Committee**

i. The status and reception of the quote tote bags was discussed.

Ellie made a motion to accept the committee reports and Andi seconded. The motion was unanimously approved 7 to 0.

5. Director's report

Eric reports that programming is doing well, close to how it was from before the pandemic. Storytimes, performances, etc. are all packing the library. An affordable option for hotspots at the library has been found. Library of Things will delay launch due to a temporary staff absence.

6. New business

- a. Approval of hire for part-time Circulation Assistant—

Dick made a motion to approve the hire of Mary Rose Fiondella as a new part-time Circulation Assistant. Tom seconded, 7 to 0.

7. Old business—

- a. Operating Budget FY2024 approval – Concerns were not raised during the budget presentation at town hall. The general process for hearing feedback from the BOS was discussed. Eric anticipated updates from the town by March.

8. Executive Session—N/A

9. Items for March 13th, 2023 meeting—

- a. Follow-up with the FY2024 budget
- b. Follow-up with tote bag sales status

10. Adjournment

Andi made a motion to adjourn. Ellie seconded. Dick was momentarily absent and so did not vote. The motion was unanimously approved, 6 to 0. The meeting was adjourned at 6:35pm.