

**Woodbridge Library Commission**  
**June 12th, 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; Cynthia Zak, Ellie Sheehy

**Members Absent:** AJ Capiello

**Also Present:** Eric Werthmann (Library Director); Kyla DeRisi (Recording Secretary)

**1. Call to Order at 6:05 PM by Tom Shernow**

**2. Public Comment and Reports**

- a) *Public Comment - none*
- b) *Liaison Reports - none*

**3. Approval of minutes of March 8, 2023 meeting**

*Andi made a motion to accept minutes Dick seconded. Ellie abstained. The motion was approved unanimously 7 to 0.*

**4. Approval of minutes of May 22, 2023 special meeting**

*Dick made a motion Tina seconded. Ellie, Cynthia and Tina abstained. The motion was approved unanimously 5 to 0.*

**5. Committee reports**

**a) Budget and Finance**

*i. Munis and 405 reports:*

*Munis Report-* Adjustments/encumbrances to the Books, Music, & More line were discussed. Idea relating to rooftop solar electric grids was also discussed. Numbers in the Salaries budget were examined and contextualized.

*405 Report-* \$4500 of LION fees absorbed into Yudkin Family Gift budget. Costs will be put slowly into the Operating Budget over time.

Lithuanian Community Gifts & Rosemary Call Gift origins were clarified.

State Grant was given to the library for \$12,440.00 (to be spent within 18 months)

**b) Policy & Personnel** - Full-Time Adult Services new-hire was approved, as well as Assistant Director promotion, by the Town's Personnel Committee.

**c) Public Relations Committee** - The Children's Department librarians (Kyla, Emily, and Beth) promoted the Summer Reading program to the students at Beecher Road School (Grades 2 - 5)

*Emily made a motion to accept committee reports and Andi seconded the motion. The motion was approved unanimously 8 to 0.*

**6. Director's Report** - Staff Day will include discussion about the Library of Things.

**7. New Business**

- a)** Approval of hire of part-time Children's Services Assistant, Ona McLoughlin  
*Andi made a motion to accept the hire of Ona Mcloughlin and Tom seconded the motion. The motion was approved unanimously 8 to 0.*
  
- b)** Approval of closing for Staff Development Day on August 9  
*Thanh made a motion to approve the closing for Staff Development on August 9 and Ellie seconded the motion. The motion was approved unanimously 8 to 0.*

**8. Old Business**

- a)** Update on Community Survey results - A pattern to be considered from the results include a general sense that many people still don't always know about the breadth of electronic and other resources available to them.

**9. Executive Session - N/A**

**10. Items for July 10, 2023 meeting** - Continuation of committee reports

**11. Adjournment**

*Andi made a motion to adjourn at 6:35pm and Tina seconded the motion. The motion was approved unanimously 8 to 0.*