

Woodbridge Library Commission
October 10th, 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: Kyla DeRisi (Recording Secretary), AJ Capiello, Cynthia Zak

Also Present: Eric Werthmann (Library Director); Thomas Raich (member of the public)

1. **Call to Order** - Tom calls the meeting to order at 6:02pm

2. **Public Comment and Reports**
 - a) **Public Comment** - N/A
 - b) **Liaison Reports** - Friends of the Library reported a successful book sale.

3. **Approval of minutes of September 11, 2023 meeting**

Dick made a motion to accept minutes, and Andi seconded. Ellie abstained. The motion was approved

6 to 0.

4. **Committee reports**
 - a) **Budget and Finance**
 - i. *Munis and 405 reports:*

Munis Report - Eric received clarification from the town about transfer of funds from the library's surplus.

405 Report - Costs associated with Hoopla were rectified and updated on the report. Libby/Overdrive costs are rolled in with the LION costs, which have remained static within the consortium's budget.

 - b) **Policy & Personnel** - N/A

 - c) **Public Relations Committee** - Donna Faryna will begin outreach program with the local Assisted Living and Senior Center. Woodbridge Library, along with the other designated library grantees, continue their collaboration with program-building for the Digital Navigation Grant. It is due to launch in February 2024.

Tom made a motion to accept committee reports, and Emily seconded. The motion was approved unanimously 7 to 0.

5. **Director's Report** - Woodbridge Like Me day went well. Jennifer had a successful first event and looks forward to April's Earth Day event.

6. **New Business**
 - a) **Capital Budget FY2025** - Approval of budget will occur after November's meeting.

b) Adjusting library hours on 12/11/23 for holiday party

Andi made a motion to accept the adjusted library hours (closing at 4:30 PM on 12/11/23), and Dick seconded. The motion was approved unanimously 7 to 0.

c) Rescheduling December Library Commission meeting - To be discussed at the next meeting

7. Old Business

a) Library of Things (LoT) update - The Friends have paid and purchased the LoT items. The library will catalog and package the items, and will be promoting the new service on the website.

8. Executive Session - N/A

9. Items for November 13, 2023 meeting - December's special meeting date. Library of Things update.

10. Adjournment

Tina made a motion to adjourn the meeting at 6:52pm, and Emily seconded. The motion was approved unanimously 7 to 0.