

**HUNTERDON COUNTY LIBRARY COMMISSION
HUNTERDON COUNTY LIBRARY
314 STATE ROUTE 12
FLEMINGTON, NEW JERSEY
January 15, 2010**

The reorganization meeting and the regular meeting of the Hunterdon County Library Commission was called to order at 9:04 a.m.

ATTENDANCE

Thomas Valasek, Kenneth Jagel, William Newitt, Nouhad Jensen, Peter Craig, Library Director Mark Titus, Assistant Director Floyd Saums, Freeholder Ron Sworen.

REORGANIZATION MEETING

OPEN PUBLIC MEETING ACT

Read by Thomas Valasek.

Election of Officers

Peter Craig moved that the current slate remain the same. Nouhad Jensen seconded. Motion carried.

Chairman: Thomas Valasek
Vice-Chairman: William Newitt
Finance: Kenneth Jagel

Setting of 2010 meeting dates

The Library Commission will meet on the third Friday of every month beginning at 9:00 a.m.

REGULAR MEETING

OPEN PUBLIC MEETING ACT

Read by Thomas Valasek.

COMMENTS FROM THE PUBLIC

William Newitt reported the first book sale committee meeting was held. The dates for the 2010 book sale will be April 10 and 11. Four book drives will be held: two at North County Branch and two at the Armory.

COMMENTS FROM MEMBER LIBRARIES

None.

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MINUTES OF THE PREVIOUS MEETING

William Newitt moved approval of the December 18, 2009 minutes. Peter Craig seconded. Motion carried.

DIRECTOR'S REPORT

- January is a transition month: Amanda Philipp is now supervising North County Branch and Lee Comella is overseeing the circulation staff at both Headquarters and North County. The North County staff has been very supportive.
- This is a new budget year and spending has to be limited to one quarter of last year's budget until the 2010 budget is approved.
- The teddy bear drive was a success.
- There was a wide variety of programs last year with over 8,500 people attending.
- There is a 5.8% increase in circulation. We will see how the new hours impact circulation statistics.

CORRESPONDENCE

1. E-mail from Jean Public to the Friends of the Library, copy forwarded to Library, dated December 29, 2009, regarding the change in hours at Headquarters.

FINANCIAL REPORT

Kenneth Jagel reviewed the vouchers and found them to be in order. Kenneth Jagel moved approval. Peter Craig seconded. Motion carried.

Compact disc antitrust settlement grant program

Money from this class action suit is being distributed to New Jersey Libraries. Hunterdon County Library will receive \$575.00. Peter Craig moved acceptance of the money. William Newitt seconded. Motion carried.

Collection Development

Collection Development is not being funded in the 2010 budget, however money is needed to replace old, damaged books or to update areas in the collection. Mr. Titus would like to take \$5,000.00 for Headquarters and \$5,000.00 for North County Branch out of the Bookmobile and Library Development Reserve for this purpose. William Newitt moved approval. Peter Craig seconded. Motion carried.

OLD BUSINESS

Library Policy Manual changes

The policies that were changed at the December meeting need to be approved by the Library Commission. Nouhad Jensen moved approval of the changes. William Newitt seconded. Motion carried.

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OLD BUSINESS (cont.)

Nouhad Jensen moved that policies in the Library Policy Manual reflect the changes in the hours of operation at the Headquarters Library. Peter Craig seconded. Motion carried.

NEW BUSINESS

2010 Budget

The draft of the 2010 budget was reviewed by the Library Commission. There is a 5% reduction over 2009, exclusive of salaries, wages and benefits.

There was a discussion on changing the layout of the budget. After the budget is approved Mr. Titus will revise the budget format to streamline line items for affiliated libraries. He will then present it to the Library Commission for recommendations before requesting a meeting with the County Treasurer.

Floyd Saums left the meeting at 10:25 a.m.

EXECUTIVE SESSION

The Library Commission went into executive session at 10:25 a.m. to discuss legal matters. The Library Commission came out of executive session at 11:23 a.m. and reconvened the regular session at 11:34 a.m.

Ron Sworen left the meeting at 11:34 a.m.

NEW BUSINESS (cont.)

2010 Budget

The Library Commission would like to have County Treasurer Margaret Pasqua attend a meeting to explain the Pino report. They would like to gather their facts and get an understanding of finances.

Peter Craig moved approval of the 2010 Library budget. Kenneth Jagel seconded. Motion carried.

PERSONNEL RESOLUTIONS

None.

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ADJOURNMENT

The Library Commission adjourned at 12:00 p.m.

Kathleen Connors
Secretarial Assistant