

**HUNTERDON COUNTY LIBRARY COMMISSION
HUNTERDON COUNTY LIBRARY
314 STATE ROUTE 12
FLEMINGTON, NEW JERSEY
March 21, 2014**

The 2014 reorganization meeting of the Hunterdon County Library Commission was called to order at 9:03 a.m.

ATTENDANCE

Thomas Valasek, Nouhad Jensen, William Newitt, Jean Allured, Peter Mustardo, Library Director Mark Titus, Freeholder John Lanza.

ELECTION OF 2014 OFFICERS

Peter Mustardo nominated Jean Allured as Chairwoman. William Newitt seconded. Motion carried.

SETTING OF 2014 MEETING DATES

The Library Commission will continue to meet on the third Friday of each month beginning at 9:00 a.m. in the main floor meeting room of the Headquarters Library. The exception will be in May when the Library Commission will be meeting in the main floor meeting room of the North County Branch Library. Due to the annual Friends book sale, there will be no meeting held in April.

ADJOURNMENT OF THE 2014 REORGANIZATION MEETING

The reorganization meeting adjourned at 9:13 a.m.

The regular meeting of the Hunterdon County Library Commission was called to order at 9:13 a.m.

OPEN PUBLIC MEETING ACT

Read by Jean Allured.

COMMENTS FROM THE PUBLIC

None.

COMMENTS FROM MEMBER LIBRARIES

None.

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REPORT FROM THE FRIENDS

Jean Allured reported for the Friends:

- The National Guard Armory turned down their application for the use of the armory for the annual book sale due to scheduling conflicts.
- The Friends will be using a warehouse on Route 12 for their book drive and will be holding the annual book sale at the Fairgrounds.

MINUTES OF THE PREVIOUS MEETING

Thomas Valasek moved approval of the November 15, 2013 meeting minutes. Peter Mustardo seconded. Motion carried.

DIRECTOR'S REPORT

- The bookmobile took part in the local holiday parade this year and also in the Touch a Truck program. We will be adding new stops at the Hopewell Valley Bank in Pittstown and the Homestead House in Frenchtown. A suggestion was made to leave fliers at the Pittstown Inn.
- The consortium we belong to was getting bogged down with eBooks and audiobook requests, so in 2013 we opened our own account. We now have over 1400 eBooks and 120 audiobooks. We will remain with the consortium one more year.
- The Gingerbread competition has grown this year with more entries.
- Jennifer Winberry and Jim Thatch are still doing the Library Show on the Chamber of Commerce Internet radio.
- We held a staff-training day on October 4 and will be doing a half-day training session on May 9.
- We had an increase in reference questions of 120% over 2012.
- Teen Café and Paws to Read still remain popular programs.
- North County Branch Library had a pipe burst over a large section of the youth services area. The Health Division had a vendor test the water before staff began cleanup. The branch was closed 9 a.m. – 2 p.m. on March 11 for the staff to remove books from the shelves.
- A patron fell on the outside front tiles at Headquarters recently. The tiles broke up over this past harsh winter and there are now plans to replace the entire area this spring.

CORRESPONDENCE

1. Letter to Mark Titus from Denise Doolan, Clerk of the Board, dated January 13, 2014, regarding reappointment to the Greater Workforce Investment Board.
2. Memo to Denise Doolan, Clerk of the Board, from Mark Titus, dated March 5, 2014, regarding waiver for Friends book sale.

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FINANCIAL REPORT

Mr. Titus reviewed and approved the vouchers. We are still working without balance sheets, but everything appears to be in order from our end of the payment process.

Thomas Valasek moved approval of the vouchers in that they appear to be in order, given that we are still operating without a balance sheet. Peter Mustardo seconded. Motion carried.

Budget

The 2014 budget was submitted to the Freeholders on February 20. The budget is basically flat with some reallocations within. The line for books has decreased by 50% since 2007 and we are trying to gradually bring that back up.

Peter Mustardo moved approval of the 2014 budget with the understanding that there will be reallocations within it. William Newitt seconded. Motion carried.

The Library Commission realized they did not nominate and vote on the Vice-chair position during the reorganization portion of the meeting, and opened up nominations.

Nouhad Jensen nominated Thomas Valasek as Vice-chair. Peter Mustardo seconded. Motion carried.

OLD BUSINESS

None.

NEW BUSINESS

Insurance

We received a check from the insurance company for the damaged books. It will be deposited in the Library and Bookmobile Reserve fund.

Survey

We were chosen by the State Library to take part in a technology survey. In preparing for the survey we learned the library website had over eighteen million hits in the past twelve months.

Emergency Planning Drill

Kathleen Connors represented the library in a countywide emergency planning drill recently.

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NEW BUSINESS (cont.)

Computers

Mark Titus submitted a request to Bob Thurgarland, head of the Information Services Division, to add library computers to his capital budget.

Freeholder Lanza left the meeting at 10:59 a.m.

Staff Training

The library will be closed for a half-day staff training session on May 9. The program will be on the Fish Philosophy and will be presented by the CAM agency.

Raritan Valley Community College

Mr. Titus, Mrs. Winberry and Jim Thatch recently met with the new RVCC librarian to discuss partnerships.

Tricentennial programs

The Tricentennial programs held at the library have been well attended. We will be selling tickets for a Lindbergh program to be held in the near future. The bookmobile will be taking part in the upcoming Tricentennial Parade.

PERSONNEL RESOLUTIONS

None.

EXECUTIVE SESSION

None.

ADJOURNMENT

The meeting adjourned at 11:30 a.m.

Kathleen Connors
Secretarial Assistant