

**HUNTERDON COUNTY LIBRARY COMMISSION
HUNTERDON COUNTY LIBRARY
314 STATE ROUTE 12
FLEMINGTON, NEW JERSEY
May 16, 2014**

The regular meeting of the Hunterdon County Library Commission was called to order at 9:30 a.m.

ATTENDANCE

Thomas Valasek, Jean Allured, Peter Mustardo, Library Director Mark Titus.

OPEN PUBLIC MEETING ACT

Read by Jean Allured.

COMMENTS FROM THE PUBLIC

None.

COMMENTS FROM MEMBER LIBRARIES

None.

OLD BUSINESS

Walkway renovation

Frank Bell, director of Land Use and Facilities Management, was present to discuss the front walkway renovation. Mr. Bell is hoping the bid will go out in two months. The proposed changes include curving out the end of the garden and expanding it and a fifteen-minute parking space.

There was some concern that the fifteen-minute parking would be abused and a suggestion was made for a "five-minute parking for book drop only" sign, or to just leave off the time limit and have a sign that reads, "book drop only".

There was a discussion about a drive-up book drop and a bus shelter for the Link and/or the book drop. Mr. Bell stated the concrete needs to be smooth for ease of maintenance and safety, but a scored-pattern or color can be added.

Thomas Valasek moved to accept the concept of the improvement of the entrance. Peter Mustardo seconded. Motion carried.

Peter Mustardo moved to accept the exploration of a glass awning of the extension of the building. Thomas Valasek seconded. Motion carried.

Library Commission meeting minutes
May 16, 2014

NEW BUSINESS

Zinio

The library will soon be subscribing to Zinio, which will supply e-magazines for our patrons.

Polaris Upgrade

We will be upgrading our Polaris system in September.

NoveList Select

We will soon be subscribing to NoveList Select, which will enrich our catalog with such features as recommendations and reader reviews.

REPORT FROM THE FRIENDS

Jean Allured reported for the Friends:

The Friends were pleased with this year's book sale and with the new location. The gross for the book sale was \$71,000.00, the net was \$50,000.00.

MINUTES OF THE PREVIOUS MEETING

Thomas Valasek moved approval of the March 23, 2014 meeting minutes. Peter Mustardo seconded. Motion carried.

DIRECTOR'S REPORT

- May the 4th Be With You program recently held was much like our Festive Fridays.
- We received a check for damaged books in the amount of \$11,655.00 from the insurance company.
- We recently had a half-day training session for staff on the FISH philosophy. We are now over the minimum hours required by the state for staff training.

CORRESPONDENCE

1. Letter to Mark Titus from Barbara Scott, dated April 23, 2014, regarding staff member Mary Noone-Kozakiewicz.
2. Letter to Barbara Scott from Mark Titus, dated April 28, 2014, thanking her for her compliments regarding Mary Noone-Kozakiewicz.

It was noted that the commissioners still need 7 hours of training to meet the state requirements. Another webinar could be set up and TED talks could be viewed.

Library Commission meeting minutes
May 16, 2014

FINANCIAL REPORT

Mr. Titus reviewed and approved the vouchers. We received balance sheets from 2013.

Thomas Valasek moved approval of the vouchers. Peter Mustardo seconded. Motion carried.

The 2012 Audit was handed out to the commissioners.

PERSONNEL RESOLUTIONS

None.

We still have one part-time librarian position open.

EXECUTIVE SESSION

None.

ADJOURNMENT

Peter Mustardo moved to adjourn. Thomas Valasek seconded. The meeting adjourned at approximately 10:45 a.m.

Jennifer Winberry
Supervising Librarian