

**HUNTERDON COUNTY LIBRARY COMMISSION  
HUNTERDON COUNTY LIBRARY  
NORTH COUNTY BRANCH LIBRARY  
65 HALSTEAD STREET  
CLINTON, NEW JERSEY  
SEPTEMBER 11, 2015**

The regular meeting of the Hunterdon County Library Commission was called to order at 9:05 a.m.

**ATTENDANCE**

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

**OPEN PUBLIC MEETING ACT**

Read by Jean Allured

**COMMENTS FROM THE PUBLIC**

None.

**COMMENTS FROM MEMBER LIBRARIES**

None.

**OLD BUSINESS**

East Amwell

Mayor David Wang-Iverson of East Amwell, East Amwell Planning Board Chairman Don Reilly, and East Amwell Committeeman Tim Mathews addressed the Library Commission on South County Branch Library.

Mr. Reilly summed up his interpretation of the letter sent from the Library Commission to East Amwell regarding the relocation of South County Branch, which is if the building is of comparable size and cost, the commission would consider moving it back to East Amwell.

Mr. Reilly stated that they do not have such a space and further stated that his understanding from a conversation with Mark Titus is that he is not interested in a long-term commitment due to political and economic uncertainties. East Amwell is serious about their proposal and would like to know if the Library Commission shares the same views as Mr. Titus.

Mr. Mathews wished to know if the Library Commission foresees a library in South County in twenty years.

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**OLD BUSINESS** (cont.)

Mayor Wang-Iverson stated his interpretation of the tone of the letter indicated there would be no future for a south county library. If there is a future, can it come back to Ringoes?

The commission felt the first proposal was on too grand of a scale and wanted to know what was East Amwell's view of Ringoes in twenty years.

East Amwell is looking to revitalize Ringoes and wishes for a library to be part of it. Demographically, they do not see a dramatic growth. They would like to see a community center with a library, meeting rooms and sufficient parking. If the Library Commission is behind the plan, East Amwell will approach the Freeholders for support.

Mr. Mathews stated that East Amwell will construct the branch, but they are looking for a long-term lease with a fixed price. East Amwell will maintain the property.

They will work with the Library Commission on the design and layout of the library, but they need a commitment from the commission before they can move forward and approach the Freeholders. They already have the support of all the Freeholders on a South County Branch with the same square footage as the current one.

Mr. Valasek stated that this proposal is more attractive than their last one. Mr. Titus expressed concerns regarding a twenty-year commitment. There is no telling how future Freeholder boards will view such a commitment.

Ms. Allured stated that the commission would like flexibility with the time commitment: a seven-year lease, for example.

Mr. Mathews said there might be a possibility of building in some sort of termination agreement into the contract, but that would be a risk.

The contract would be between East Amwell and the Freeholders. Mr. Titus believes that will be a deal breaker.

East Amwell does not want to end up in seven years with a space and no library. They do not want it to turn into an office complex.

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**OLD BUSINESS (cont.)**

The Library Commission does not want to worry what the Freeholders may or may not do. The commission has always been committed to library service in the south county region.

Mayor Wang-Iverson stated that if the Library Commission is committed, they will approach the Freeholders and the next step would be to flesh out a proposal.

If East Amwell can get the Freeholders to commit to a twenty-year lease, they will come back to the Library Commission to work out specifics.

Ms. Allured told the representatives that the Library Commission would have to discuss the issue among them and send a statement to East Amwell.

Thomas Valasek moved that the discussion be held in Executive Session. Peter Mustardo seconded. Motion carried.

**REPORT FROM THE FRIENDS OF THE LIBRARY**

None.

**MINUTES OF THE PREVIOUS MEETING**

Thomas Valasek moved approval of the June 19, 2015 meeting minutes. Nouhad Jensen seconded. Motion carried.

**DIRECTOR'S REPORT**

- Nation Library Card month is September. The program grows every year.
- We have received nice comments from patrons regarding bookmobile service.
- We have a healthy volunteer services program.
- Staff at South County Branch is doing a lot of good work with programs.
- There have been no complaints regarding the summer camp buses picking up and dropping off at North County Branch, so it is assumed all went smoothly this summer.
- The Gran Fondo will be using the North County parking lot as a rest stop on Sunday, September 13.
- We are working with several partnerships, including doing a program with the YMCA on Naturalization and Immigration, and having the Vet's Center use our meeting room on a weekly basis.

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### **CORRESPONDENCE**

None.

### **FINANCIAL REPORT**

The vouchers have been reviewed and are all in order.

Mr. Titus can now access all the reports he was not getting before. There is a need to speak with the Freeholders regarding the budget process. In order to continue operating at our current level, the library tax will need to be raised.

Nouhad Jensen moved approval of the financial report. William Newitt seconded.  
Motion carried.

### **NEW BUSINESS**

None.

### **OLD BUSINESS**

Copier costs

There was not enough money in the copier budget line to pay the last quarterly bill, so reserve money had to be used. Copies are five cents each, regardless of the copies being made in color or in black and white, and people are making more copies. 92,944 color copies and 31,652 black and white copies were made in the last quarter. The cost of making copies is supposed to cover the expenses of the public usage, but not the usage on staff copiers.

In other departments IT provides the copiers and the departments supply the paper. In our case, we need to break out the copiers between public and staff copiers. Our vendor, Ditto, currently supplies a blanket bill, and they are being asked to submit two: one for public copiers and the other for staff copiers.

There was a lawsuit a few years ago regarding the cost of making copies. The end result is that we can only charge five cents per copy and County Counsel stated that we cannot raise the price because of the law.

IT will be including library copiers in their next capital budget.

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### **PERSONNEL RESOLUTIONS**

William Newitt approved the following personnel resolutions:

The hours for part-time Senior Library Assistant Lorraine Steever be increased to 28 hrs./wk., effective July 6, 2015.

The hours for part-time Library Assistant Maryjean Bakaletz be increased to 24 hrs./wk., effective July 6, 2015.

The hours for part-time Library Assistant Tiffany Horn be increased to 24 hrs./wk., effective July 6, 2015.

The hours for part-time Library Assistant Donna Patullo be increased to 24 hrs./wk., effective July 6, 2015.

The hours for part-time Library Assistant Marianne Sievers be increased to 24 hrs./wk., effective July 6, 2015.

Kathleen Connors be promoted to the position of full-time Administrative Secretary, effective August 3, 2015.

Jared Biondi be promoted to the position of full-time Clerk Driver, effective August 18, 2015.

Joan Bonham be released from the position of full-time Library Clerk Driver, effective January 1, 2016.

Thomas Valasek seconded. Motion carried.

### **EXECUTIVE SESSION**

The Library Commission went into executive session at 10:28 a.m. to discuss personnel and contract matters. The commission came out of executive session at 11:07 a.m.

### **ADJOURNMENT**

The meeting adjourned at 11:07 a.m.

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Kathleen Connors  
Administrative Secretary