

**HUNTERDON COUNTY LIBRARY COMMISSION  
HUNTERDON COUNTY LIBRARY  
NORTH COUNTY BRANCH  
65 HALSTEAD STREET  
CLINTON, NEW JERSEY  
JUNE 17, 2016**

The regular meeting of the Hunterdon County Library Commission was called to order at 9:02 a.m.

**ATTENDANCE**

Jean Allured, Nouhad Jensen, Peter Mustardo, William Newitt, Library Director Mark Titus, Assistant Library Director Jennifer Winberry. Absent: Thomas Valasek

**OPEN PUBLIC MEETING ACT**

Read by Jean Allured

**COMMENTS FROM THE PUBLIC**

None.

**COMMENTS FROM MEMBER LIBRARIES**

None.

**REPORT FROM THE FRIENDS OF THE LIBRARY**

Jean Allured reported that the Friends made \$53,000.00 from the book sale and are already in discussion for the next year's sale. A fundraiser is being planned for later in the year.

Georgia Muhs and Pam D'Amato are once again co-presidents of the Friends. Bob Nathanson is the new treasurer.

**MINUTES OF THE PREVIOUS MEETING**

Nouhad Jensen moved approval of the May 20, 2016 meeting minutes. William Newitt seconded. Motion carried.

**DIRECTOR'S REPORT**

The bookmobile was at Community Day. There were a lot of library cards given out. The Enthusiastic Readers award was presented by the Hunterdon County Librarian's Association at the Headquarters Library recently.

IT has upgraded the bookmobile. Brian Stull has spent a great deal of time helping us out.

The bookmobile made its annual stop at the Robert Hunter School.

The museum pass program has undergone some changes for the summer of 2016. Some museums that were not heavily used were dropped. We are trying to be good stewards of library funds, and to this end we are also looking at the database usages.

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**DIRECTOR'S REPORT (cont.)**

Michelangelo, a miniature horse, came to the library recently and was very popular.

**CORRESPONDENCE**

1. Email from Sande Katz to Library Commission, dated April 11, 2016, regarding the South County Branch Library.
2. Email from Anthony Robbi to the Library Commission, dated May 10, 2016, regarding the South County Branch Library.
3. Email from Patty Gertz to the Library Commission, dated May 11, 2016, regarding the South County Branch Library.
4. Letter from Candice Wiggam to the Library Commission, dated May 16, 2016, regarding the South County Branch Library.
5. Email from East Amwell Mayor David Wang-Iverson to Jean Allured, Library Commission Chair, dated May 20, 2016, regarding South County Branch Library.
6. Letter to East Amwell Mayor David Wang-Iverson from Jean Allured, Library Commission Chair, dated May 26, 2016, regarding South County Branch Library.
7. Letter from Michaele Casey to Freeholder John Lanza, copy to Library Commission, dated May 30, 2016, regarding the South County Branch Library.
8. Email from Jean and Bill Falvo to Kathleen Connors, Administrative Secretary, dated June 3, 2016, regarding South County Branch Library.
9. Email to Jean and Bill Falvo from Kathleen Connors, Administrative Secretary, dated June 3, 2016, regarding South County Branch Library.
10. Email from Tom and Joanne Chesar to the Library Commission, dated June 12, 2016, regarding the South County Branch Library.
11. Email to Sande Katz from Jean Allured, Library Commission Chair, dated June 13, 2016, regarding the South County Branch Library.
12. Email to Anthony Robbi from Jean Allured, Library Commission Chair, dated June 13, 2016, regarding the South County Branch Library.
13. Email to Patty Gertz from Jean Allured, Library Commission Chair, dated June 13, 2016, regarding the South County Branch Library.
14. Letter to Candice Wiggum from Jean Allured, Library Commission Chair, dated June 13, 2016, regarding the South County Branch Library.
15. Letter to Michaele Casey from Jean Allured, Library Commission Chair, dated June 13, 2016, regarding the South County Branch Library.
16. Email to Jean and Bill Falvo from Jean Allured, Library Commission Chair, dated June 13, 2016, regarding the South County Branch Library.
17. Email to Tom and Joanne Chesar from Jean Allured, Library Commission Chair, dated June 13, 2016, regarding the South County Branch Library.
18. Email from Patty Gertz to the Library Commission, dated June 13, 2016, regarding South County Branch Library.

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### **FINANCIAL REPORT**

Our 2016 budget was just entered into the system. We asked for \$50,000.00 to offset the increase in the chargeback for North County Branch Library, but our budget was otherwise the same as last year. There was a slight increase in ratables and the library tax was not lowered.

Mr. Titus checked with the county interim CFO Janet Previte regarding the disposition of \$11,000.00 for the damaged library books. Ms. Previte has not searched for the funds yet due to the fact it would be documented in paper ledgers.

Mr. Titus also inquired about getting higher interest rates on our reserve funds.

Nouhad Jensen moved that Mr. Titus continue his inquiries into getting higher interest rates for library funds, and to report his findings to the commission. William Newitt seconded. Motion carried.

There was a discussion on whether or not we can backfill two full-time vacancies. Mr. Titus reported the finances are otherwise all in order.

William Newitt moved approval of the financial report. Peter Mustardo seconded. Motion carried.

### **NEW BUSINESS**

None.

### **OLD BUSINESS**

#### **Butterfly Garden**

Kathy Madden and the Clinton Conservancy wish to put butterfly garden in the corner of the North County Branch lot sometime in September. The stones in the landscaping first have to be removed. Justin Tibbetts from Buildings and Maintenance has facilitated this with the Roads and Parks departments.

At 10:10 a.m. the Library Commission stepped outside to look at the landscaping, and returned at 10:25 a.m.

Ms. Madden will be contacted and informed that it is uncertain that the stones can be removed before September.

Mr. Titus suggested that Mr. Tibbetts and John Gulish be contacted and requested to work together on the North County Branch landscaping.

Mr. Titus suggested that money from the Grandin reserve can be used for the landscaping.

The Friends will be financing the renovation of the North County Branch meeting room kitchen. Mr. Titus approached Mr. Tibbetts to supervise the installation.

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**PERSONNEL RESOLUTIONS**

William Newitt moved the following personnel resolutions:

Chelsea Williams be hired for the position of part-time Library Assistant, effective June 22, 2016.

Jean Raper be released from the position of full-time Librarian, effective September 1, 2016.

Dena Flynn be released for the position of full-time Library Assistant, effective August 1, 2016.

Nouhad Jensen seconded. Motion carried.

**EXECUTIVE SESSION**

The Library Commission went into executive session at 10:49 a.m. to discuss contracts.

The commission came out of executive session at 11:08 a.m.

**ADJOURNMENT**

William Newitt moved adjournment. Peter Mustardo seconded.

The meeting adjourned at 11:08 a.m.

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Kathleen Connors  
Administrative Secretary