

**HUNTERDON COUNTY LIBRARY COMMISSION
HUNTERDON COUNTY LIBRARY
314 STATE ROUTE 12
FLEMINGTON, NEW JERSEY
NOVEMBER 18, 2016**

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

ATTENDANCE

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

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

Ms. Allured reported that the Friends have an additional three weeks at South County Park to organize and collect books for the 2017 book sale. The Freeholders have once again waived the fee for use of the park.

MINUTES OF THE PREVIOUS MEETING

William Newitt moved approval of the October 21, 2016 meeting minutes. Peter Mustardo seconded. Motion carried.

DIRECTOR'S REPORT

- The bookmobile attended the annual Touch a Truck event.
- The Knitters have been busy. They have already made two deliveries of hats and scarves.
- Lieutenant Kevin Burd visited all three branches and made suggestions. He has done a great job working with the library and staff.
- Notary services are now available at all three branches by appointment.
- North County Branch fiction has been heavily weeded to make room for graphic novels. DVDs have also been reorganized.
- The Technical Services department is working hard on processing end of year orders.
- A Polaris upgrade will take place on November 29.
- The weekly library radio program is celebrating its four year anniversary.

Library Commission meeting minutes
November 18, 2017

CORRESPONDENCE

1. Letter from Dr. James P. Kane to Assistant Library Director Jennifer Winberry, dated November 5, 2016, regarding the library and staff.
2. Email from the Runk Family to Library Director Mark Titus, dated November 16, 2015, regarding Grounds for Sculpture passes.
3. Email from Library Director Mark Titus to Cathy Runk, dated November 17, 2016, regarding Grounds for Sculpture passes.

FINANCIAL REPORT

Mr. Titus has contacted Janet Previte regarding the Grandin Reserve funds. She will be putting some of those funds into CDs.

Mr. Titus reported that all funds appear to be in order.

Thomas Valasek moved to accept the financial report. William Newitt seconded. Motion carried.

OLD BUSINESS

None.

NEW BUSINESS

Holiday schedule

At the previous meeting the Library Commission agreed to close the library on December 24, 2016. This is also being done by several other libraries around the state. Mr. Titus contacted the union representative due to contractual issues regarding scheduling. Mr. Titus made several attempts to follow-up after the initial contact, but never received a reply. Mr. Titus will try one more time to contact the representative in early December but feels we have no choice at this point but to remain open on December 24 and close at 1:00. There is a precedent of the county closing early on Christmas Eve.

(NOTE: The union representative has since contacted Mr. Titus)

PERSONNEL RESOLUTIONS

None.

EXECUTIVE SESSION

The Library Commission went into executive session at 9:35 a.m. to discuss contractual issues. The commission returned to open session at 9:45 a.m.

Library Commission meeting minutes
November 18, 2017

Training

The 2016 State Library training requirements for the Library Commission have been met. Next year the commission will conduct training at their March, May, and September meetings.

ADJOURNMENT

The meeting adjourned at 9:50 a.m.

Kathleen Connors
Administrative Secretary