

**HUNTERDON COUNTY LIBRARY COMMISSION
HUNTERDON COUNTY LIBRARY
314 STATE ROUTE 12
FLEMINGTON, NEW JERSEY
JANUARY 20, 2017**

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

ATTENDANCE

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

OPEN PUBLIC MEETING ACT

Read by Jean Allured

ELECTION OF OFFICERS

Peter Mustardo moved that the current slate of officers remain the same. William Newitt seconded. Motion carried.

2017 MEETING DATES

The Library Commission will meet on the third Friday of each month at 9:00 a.m. Meetings will be held at North County Branch Library every other month, beginning in February. Library Commission training will be held during the March, May and September meetings.

ADJOURNMENT

Thomas Valasek moved adjournment of the reorganization meeting at 9:07 a.m. William Newitt seconded. Motion carried.

The regular meeting began immediately after adjournment at 9:07 a.m.

COMMENTS FROM THE PUBLIC

None.

COMMENTS FROM MEMBER LIBRARIES

None.

REPORT FROM THE FRIENDS OF THE LIBRARY

Jean Allured reported on the Friends:

- The Friends will hold the first annual book sale meeting of 2017 on January 25.
- April 28 will be the preview sale, with the regular sale being held on April 29 and 30. The bag sale will be held on May 1.
- The Friends were given a little more than three weeks at South County Park to organize and hold the sale.

Library Commission meeting minutes
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REPORT FROM THE FRIENDS OF THE LIBRARY (continued)

- They will hold book drives on two consecutive Saturdays.
- The Freeholders waived the fee again this year for South County Park.

MINUTES OF THE PREVIOUS MEETING

Peter Mustardo moved approval of the November 18, 2016 meeting minutes, with corrections. William Newitt seconded. Motion carried.

NOTE: Under REPORT FROM THE FRIENDS OF THE LIBRARY, the first sentence should read: *Ms. Allured reported that the Friends have three weeks at South County Park to organize and collect books for the 2017 book sale.*

DIRECTOR'S REPORT

- Jennifer Winberry did a wonderful job of putting together the annual report. It can be found on the library's website.
- Reading Clubs have been very successful and participants have turned out with great enthusiasm.
- Jane Ricketts went to the Hunterdon County Senior Center to discuss what the library has to offer.
- We have a sizeable number of volunteers, and the numbers keep growing.
- The Gingerbread Competition has been a positive event for the library and well attended. Photos can be found on the library's Facebook page.
- The Knitters Unite group worked hard on making knitted items to donate.

CORRESPONDENCE

1. Letter to Mark Titus from Tobey Wodder of the Open Cupboard Food Pantry, dated November 17, 2016, regarding donations from Knitters Unite.

FINANCIAL REPORT

Mr. Titus stated the current budget is in the system. We started the year with a little over 26% of our budget. We have paid the Polaris (our integrated library system) bill and have undergone a Polaris upgrade. Mr. Titus reported we are good as far as expenditures go.

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

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2017 Budget

In keeping with the Freeholders' request, our budget for non-salary items is flat. Our budget for salaries has been reduced by 4.8%. We have recently hired two part-time library assistants and we are trying to fill one full-time and one part-time librarian positions. We are having problems finding librarians due to salaries and the positions being in Youth Services.

OLD BUSINESS

None.

NEW BUSINESS

None.

PERSONNEL RESOLUTIONS

Peter Mustardo moved the following personnel resolutions:

Maryjean Bakaletz be released from the position of part-time Library Assistant, effective December 12, 2016.

Carol Potter be hired for the position of part-time Library Assistant, effective January 23, 2017.

Gloria Lamborn be hired for the position of part-time Library Assistant, effective January 25, 2017.

Nouhad Jensen seconded. Motion carried.

EXECUTIVE SESSION

The Library Commission went into executive session at 9:49 a.m. to discuss contractual issues. The commission came out of executive session at 10:20 a.m.

ADJOURNMENT

The meeting adjourned at 10:20 a.m.

Kathleen Connors
Administrative Secretary