

**HUNTERDON COUNTY LIBRARY COMMISSION  
HUNTERDON COUNTY LIBRARY  
314 STATE ROUTE 12  
FLEMINGTON, NEW JERSEY  
September 15, 2017**

The regular meeting of the Hunterdon County Library Commission was called to order at 9:08 a.m.

**ATTENDANCE**

Jean Allured, Thomas Valasek, William Newitt, Peter Mustardo, Nouhad Jensen, Assistant Library Director Jennifer Winberry, Freeholder John Lanza.

**OPEN PUBLIC MEETING ACT**

Read by Jean Allured

**COMMENTS FROM THE PUBLIC**

Barbara Sachau requested the Library Commission find the funds to stay open on Monday and Friday nights and on Sundays all summer.

Jean Allured thanked Ms. Sachau for her comments and said the commission revisits this topic from time to time. There is currently no policy change on this.

**COMMENTS FROM MEMBER LIBRARIES**

None.

**EXECUTIVE SESSION**

The Library Commission went into executive session at 9:10 a.m. to discuss personnel issues. The Library Commission came out of executive session at 9:29 a.m. and resumed the regular meeting.

**REPORT FROM THE FRIENDS OF THE LIBRARY**

- Jean Allured reported that the Friends will be holding a Tricky Tray on October 7. The Friends intend on using this as a second source of revenue for the library.
- The Friends have dates for the 2018 book sale and have sent a letter to the Freeholders requesting a waiver of the fees to use South County Park. They have asked for three weeks and intend on holding book drives on two consecutive Saturdays during that period.

**MINUTES OF THE PREVIOUS MEETING**

Thomas Valasek moved approval of the August 18, 2017 meeting minutes. Nouhad Jensen seconded. Motion carried.

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### **DIRECTOR'S REPORT**

- Knitter Unite! is collecting hats and scarves to donate.
- We have an exhibit on how to spot fake news. Teachers are requesting resources on this topic.
- Library Card month is being held all through September.
- Andrew Zwicker's staff as well as Robert Menendez's staff are holding mobile office hours at Headquarters. We'll be holding a Veteran's Fair as a result of their outreach efforts.
- We have various groups meet at the library on a regular basis.
- Summer Reading Club is done for the year and fall programs are starting.

### **CORRESPONDENCE**

None.

### **FINANCIAL REPORT**

Mrs. Winberry reported finances are in order.

William Newitt moved approval of the Financial Report. Nouhad Jensen seconded.  
Motion carried.

### **NEW BUSINESS**

Financial

Mrs. Winberry met with Janet Previte regarding the library budget and audit. Ratables are up and expenses are down. We will need to continue in this direction. Mrs. Winberry is working with Ms. Previte to combine accounts and move the library to ordering through Edmunds.

Staff Training

Lieutenant Kevin Burd from the County Prosecutor's Special Operations Unit will be returning to the library on October 27 to follow up on active shooter training for staff. The library will be closed in the morning for the training.

### **OLD BUSINESS**

Envisionware

We have a quote of \$25,000.00, which includes scanning ability. Mrs. Winberry spoke with Bob Thurgarland, and IT will pay for hardware, which will cost \$13,459.00. The library will pay for the software, which will cost \$12,392.00. We will need only one copier for the public to retrieve their copies and scans.

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**OLD BUSINESS (cont.)**

Thomas Valasek moved that the library proceed with the Envision purchase and set-up. Nouhad Jensen seconded. Motion carried.

Freeholder Lanza left the meeting at 10:07 a.m.

**EXECUTIVE SESSION**

The Library Commission returned to executive session at 10:08 a.m. to discuss personnel. The commission returned to regular session at 10:15 a.m.

**TED Talk**

The Library Commission viewed the TED Talk “Why you think you’re right – even if you’re wrong” presented by Julia Galef. This completes the commission’s 2017 required training hours.

**PERSONNEL RESOLUTIONS**

None.

**EXECUTIVE SESSION**

The commission returned to executive session at 10:32 a.m. to discuss personnel. The commission came out of executive session at 10:47 a.m.

**ADJOURNMENT**

The meeting adjournment at 10:47 a.m.

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Kathleen Connors  
Administrative Secretary