

**HUNTERDON COUNTY LIBRARY COMMISSION
HUNTERDON COUNTY LIBRARY
NORTH COUNTY BRANCH
65 HALSTEAD STREET
CLINTON, NEW JERSEY
February 9, 2018**

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. Human Resources Director Brad Myhre and County CFO Janet Previte were also in attendance.

OPEN PUBLIC MEETING ACT

Read by Jean Allured.

FINANCIAL REPORT

Ms. Previte would like to see the commission do a formal adoption of the 2018 budget. She reported that Mrs. Winberry has worked with her and there will be a balanced library budget where expenditures = revenues. There was a short discussion on how to raise revenues. The library still has a \$1.2 million in surplus.

EXECUTIVE SESSION

The Library Commission went into executive session at 9:21 a.m. to discuss personnel. The commission came out of executive session at 10:40 a.m.

REPORT FROM THE FRIENDS OF THE LIBRARY

None.

COMMENTS FROM THE PUBLIC

None.

COMMENTS FROM MEMBER LIBRARIES

None.

MINUTES OF THE PREVIOUS MEETING

Peter Mustardo moved approval of the January 12, 2018 meeting minutes. Thomas Valasek seconded. Motion carried.

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DIRECTOR'S REPORT

- Envisionware is up and running. Bugs are still being worked out.
- Adult Reading Club will go through March 20.
- Almost 2000 emails have gone out per month to patrons requesting program notifications.

CORRESPONDENCE

None.

FINANCIAL REPORT

Mrs. Winberry reported that the two out of sequence checks from last month's report were payments made internally and would not show up on the report.

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

NEW BUSINESS

The March meeting will be held at Headquarters on March 2. Training for the commissioners will take place at the May meeting.

Mr. Newitt has been reappointed for another five-year term.

OLD BUSINESS

None.

PERSONNEL RESOLUTIONS

Nouhad Jensen moved approval of the following personnel resolution:

Santha Thanjan be released from the position of part-time Library Assistant, effective April 1, 2018.

Thomas Valasek seconded. Motion carried.

ADJOURNMENT

The meeting adjourned at 10:49 a.m.

Kathleen Connors
Administrative Secretary