

**HUNTERDON COUNTY LIBRARY COMMISSION  
HUNTERDON COUNTY LIBRARY  
314 STATE ROUTE 12  
FLEMINGTON, NEW JERSEY  
March 19, 2010**

The regular meeting of the Hunterdon County Library Commission was called to order at 9:04 a.m.

**ATTENDANCE**

Thomas Valasek, Kenneth Jagel, William Newitt, Nouhad Jensen, Peter Craig, Library Director Mark Titus, Assistant Library Director Floyd Saums, Freeholder Ron Sworen, Freeholder Rob Walton.

**OPEN PUBLIC MEETING ACT**

Read by Thomas Valasek.

The Library Commission welcomed Freeholder Walton and introduced themselves and Jean Allured-Sujet from the Friends.

**COMMENTS FROM THE PUBLIC**

Jean Allured-Sujet reported on the Friends.

- The Friends will be planting in the garden at Headquarters soon.
- The book drive is going on now. The annual book sale will take place on April 10 and 11. There is a new category this year, The Unexplained.
- Openings for the private sale sold out in three weeks. The money from the private sale pays for the Friends Scholarship.

Mr. Titus highlighted some of the contributions from the Friends:

- The Friends Room at Headquarters
- The Friendship Garden
- Blu Rays and DVDs
- The piano at North County Branch
- Programs and Festive Fridays
- An outreach program
- Contributions to the community libraries

**COMMENTS FROM MEMBER LIBRARIES**

None.

Freeholder Walton had questions regarding some library policies:

Closing the library on Friday nights

Freeholder Walton wished to know what the factors in choosing Friday nights to close were.

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Mr. Titus stated we looked at patron attendance and Friday nights were our slowest evening. There was also an issue of staff scheduling.

Usage of meeting rooms

Freeholder Walton wished to know why religious organizations are not permitted to use the meeting room. Can our policy be changed?

Mr. Titus stated that County Administrator Cindy Yard is reviewing Countywide meeting room policies with Mr. DeSapio in an effort to make all policies uniform. We are waiting to hear the results.

### **MINUTES OF THE PREVIOUS MEETING**

Peter Craig moved approval of the February 19, 2010 reorganization and regular meeting minutes. William Newitt seconded. Motion carried.

### **DIRECTOR'S REPORT**

- This will be the last commission meeting for Assistant Director Floyd Saums, who is retiring at the end of the month.
- North County Branch is doing very well under Amanda Philipp.
- North County Branch programs continue to do well.
- Karen Kilpatrick continues to work as liaison with the Friends.
- Youth Services programs continue to do well.
- There was a Polaris upgrade recently. The system kept shutting down, which required the upgrade to repair. Jennifer Winberry has been the library troubleshooter for these problems and has managed the changes.
- National Library Week is coming in April. WDVR will be holding a live broadcast from the library during that week. The Friends will be supplying the prizes.

Mr. Titus put together information on DVDs after Freeholder Walton made an inquiry regarding the purchasing policy a few weeks ago. The Freeholders questioned the cost and the volume of DVD purchases.

The role of the library is to provide resources for the communities that are both educational and recreational. DVDs make up approximately 32% of circulation and cost less than 2.5% of the total budget.

Freeholder Walton left the meeting at 10:02 a.m.

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The Library Commission presented Floyd Saums with a proclamation honoring his thirty-seven and half years of service to the community.

Peter Craig moved approval of the proclamation. William Newitt seconded. Motion carried.

Freeholder Sworen left the meeting at 10:19 a.m.

### **CORRESPONDENCE**

1. Letter to Mark Titus from Congressman Leonard Lance, dated February 17, 2010, regarding use of the North County Branch Library.
2. Letter to Mark Titus from Marie Piccoline, Program Coordinator for Highlands Regional Library Cooperative, dated March 11, 2010, regarding program at the North County Branch Library.

### **FINANCIAL REPORT**

Kenneth Jagel reviewed the vouchers and found them to be in order. Kenneth Jagel moved approval. William Newitt seconded. Motion carried.

### **OLD BUSINESS**

None.

### **NEW BUSINESS**

Revision of policy regarding unattended children in the library.

The current policy needs to be more specific. Under "Policy," the paragraph now indicates that a parent or caregiver must remain in the library for children 9 – 12 years old. The last sentence of this paragraph is to be struck out.

Other changes:

Under "Introduction," first paragraph, third sentence, the Library Commission wishes to change "We do not want to monitor every child..." to "We cannot monitor every child...":

Under "Introduction," second paragraph, sixth sentence, the Library Commission wishes to change the word "disaster" to "crisis."

Mr. Titus is to take the policy back to his staff for review and revisions.

William Newitt moved approval of the changes stated above. Nouhad Jensen seconded. Motion carried.

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### **PERSONNEL RESOLUTIONS**

Peter Craig moved approval of the following personnel resolutions:

Amy Hollander be released from the position of part-time Library Assistant, effective February 17, 2010.

Alexander Blankenberg be released from the position of Student Assistant, effective March 5, 2010.

Becky Van Horn be hired for the position of Student Assistant, effective March 13, 2010.

Melissa Troutman be hired for the position of Student Assistant, effective date to be determined.

Amanda Harris be hired for the position of Student Assistant, effective date to be determined.

William Newitt seconded. Motion carried.

State library budget cuts

Information from State Librarian Norma Blake on talking points to state representatives on library budget cuts was handed out.

### **EXECUTIVE SESSION**

The Library Commission went into executive session at 11:03 a.m. to discuss personnel and contract matters. The Library Commission came out of executive session at 11:35 a.m. and adjourned.

### **ADJOURNMENT**

The Library Commission adjourned at 11:40 a.m.

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Kathleen Connors  
Secretarial Assistant