

**HUNTERDON COUNTY LIBRARY COMMISSION
HUNTERDON COUNTY LIBRARY
314 STATE ROUTE 12
FLEMINGTON, NEW JERSEY
November 18, 2011**

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

ATTENDANCE

Kenneth Jagel, William Newitt, Nouhad Jensen, Jean Allured, Library Director Mark Titus, Freeholder Ron Sworen. Absent: Thomas Valasek

OPEN PUBLIC MEETING ACT

Read by William Newitt.

COMMENTS FROM THE PUBLIC

None.

COMMENTS FROM MEMBER LIBRARIES

Holland Alexandria Library

Holland Alexandria Board President Mary Ellen Aleksza and Board Secretary Sheila Mandato spoke on the financial state of the Holland Alexandria Library.

There is a shortage of donations and funding from the municipalities. They have had to cut back hours and run the library on reserves. The Holland Alexandria Library Board has submitted a letter to the Library Commission stating their situation and requesting the county library donate money to their annual budget.

The Library Commission thanked Ms. Aleksza and Ms. Mandato for their presentation and stated they will give a response to their request in the near future.

REPORT FROM THE FRIENDS

Jean Allured reported for the Friends.

- There was a record attendance at the annual dinner.
- The kitchen in the Rt. 12 meeting room is scheduled to be renovated in December.
- The Friends are sponsoring the December 7 program on World War II.
- The Friends are partnering with the Red Mill Museum for a July storytelling program.

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MINUTES OF THE PREVIOUS MEETING

Kenneth Jagel moved approval of the September 16, 2011 meeting minutes. Nouhad Jensen seconded. Motion carried.

DIRECTOR'S REPORT

- We are getting more involved with the Chamber of Commerce. We have staff members participating in a weekly Internet radio program and we are hosting the annual gingerbread house competition this year.
- The Friends are sponsoring the Library Café, which should be up and running soon.
- Youth Services is doing a lot of programs for tweens and teens.
- The Paws to Read program has been a success at North County and now at Headquarters.
- We participated in Touch a Truck again this year.
- The October storm brought a lot of people into the library seeking warmth and electricity for their electronic devices. The couriers managed to keep to their runs. We sent DVDs to the Red Cross shelter.
- The Polaris upgrade went smoothly, but servers had to be upgraded as well.
- Patron comments were taken during head count week at North County. Headquarters will try doing that as well during the next head count week.

CORRESPONDENCE

1. Note to Mark Titus from Marcela Botero, not dated, regarding story hours.
2. Letter from Jen Watkins, not dated, regarding library customer service.
3. E-mail from Lee Comella to Ms. Watkins, dated September 22, 2011, regarding library customer service.
4. E-mail reply from Jen Watkins to Lee Comella, dated September 22, 2011, regarding library customer service.
5. E-mail to Mark Titus from Arlene Spector, dated October 10, 2011, regarding library programs.
6. E-mail to Arlene Spector from Mark Titus, dated October 11, 2011, regarding library programs.
7. Letter from Holland Alexandria Library Board to Thomas Valasek, Hunterdon County Library Chairman, dated November 11, 2011, regarding funding for their library.

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FINANCIAL REPORT

Mark Titus reviewed the vouchers and found them to be in order.

OLD BUSINESS

None.

NEW BUSINESS

Computers

Mr. Titus would like permission to spend approximately \$31,200.00 to replace computers at the public desks and some patron computers at Headquarters and the branches. The library is reviewing computers along with IT to determine which ones need to be replaced and which ones simply need to be upgraded.

Nouhad Jensen approved the expenditure of approximately \$31,200.00 for new computers. Kenneth Jagel seconded. Motion carried.

PERSONNEL RESOLUTIONS

Kenneth Jagel moved approval of the following personnel resolutions:

Eli Goings be hired for the position of Student Assistant, effective October 26, 2011.
Nancy Routh be released from the position of part-time Library Assistant due to retirement, effective January 1, 2012.

EXECUTIVE SESSION

The Library Commission went into executive session at 10:16 a.m. to discuss contracts.
The Library Commission came out of executive session at 11:40 a.m.

ADJOURNMENT

Kenneth Jagel moved adjournment. Nouhad Jensen seconded. Motion carried. The library commission adjourned at 11:40 a.m.

Kathleen Connors
Secretarial Assistant