

**HUNTERDON COUNTY LIBRARY COMMISSION
HUNTERDON COUNTY LIBRARY
314 STATE ROUTE 12
FLEMINGTON, NEW JERSEY
September 16, 2011**

The regular meeting of the Hunterdon County Library Commission was called to order at 9:07 a.m.

ATTENDANCE

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

OPEN PUBLIC MEETING ACT

Read by Thomas Valasek

COMMENTS FROM THE PUBLIC

None.

COMMENTS FROM MEMBER LIBRARIES

None.

REPORT FROM THE FRIENDS

Jean Allured reported for the Friends.

- The screen wall in the Headquarters meeting room has been painted.
- The Friends purchased CD shelving from Borders for the Headquarters CDs.
- The Friends will fund the initial start-up for the Headquarters café.
- The Friends have allocated \$1,000.00 to each of the affiliate libraries.
- The Friends are allocating funds to renovate the kitchen in the Headquarters meeting room.

MINUTES OF THE PREVIOUS MEETING

Nouhad Jensen moved approval of the July 15, 2011 meeting minutes. William Newitt seconded. Motion carried.

DIRECTOR'S REPORT

- Extension Services had been busy, even with the bad weather.
- The concerts went well this summer and had large turnouts.
- The 4-H Fair went well this year, even though it had to be cut short due to Hurricane Irene. The bookmobile may be used for the fair next year.
- September was National Library Card Month. New retailers participated this year.
- The annual photography show will be held in October.
- Summer Reading Club had many participants this year.
- Tanvi Rastogi started up a Teen Café for Headquarters.

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DIRECTOR'S REPORT (cont.)

- Book kits for book clubs can now be checked out.
- The circulation manual has been revised.
- We have received a display unit with a computer from the Talking Book and Braille Center that explains their program.

CORRESPONDENCE

None.

FINANCIAL REPORT

Mark Titus reviewed the vouchers and recommended approval. Servers and equipment had to be purchased for the Polaris upgrade. Jean Allured moved approval of the expenditures. William Newitt seconded. Motion carried.

OLD BUSINESS

None.

NEW BUSINESS

Polaris upgrade

Jennifer Winberry reported that the Polaris upgrade will take place on October 25. Mobile technology, text notification and mobile PAC will be part of this upgrade.

Workforce Wednesdays

Dana Neubauer reported 18-20 people have attended the Workforce programs at North County Branch. The GRWIB supplies the speakers for the programs and the library provides the P.R. Dates are set up through May of 2012.

EXECUTIVE SESSION

None.

PERSONNEL RESOLUTIONS

Kenneth Jagel moved approval of the following personnel resolutions:

Librarian Jean Raper's hours be adjusted from 23 hours per week to 35 hours per week, effective July 11, 2011.

Library Assistant Brenda Gerry's hours be adjusted from 28 hours per week to 35 hours per week, effective July 11, 2011.

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PERSONNEL RESOLUTIONS (cont.)

Tanvi Rastogi be appointed provisional, full-time Librarian, effective July 11, 2011.

Alexa Iannitelli be hired for the position of Student Assistant, effective July 25, 2011.

Adrienne Cady be hired for the position of Student Assistant, effective August 5, 2011.

Kaitlyn Leonard be released from the position of Student Assistant, effective August 13, 2011.

Laura Bartram be released from the position of Student Assistant, effective August 18, 2011.

Katherine Aebischer be released from the position of Student Assistant, effective August 25, 2011.

Amanda Harris be released from the position of Student Assistant, effective August 25, 2011.

Zachary Blasberg be hired for the position of Student Assistant, effective August 30, 2011.

Library Assistant Linda Hansen's hours be adjusted from 19 hours per week to 18 hours per week, effective September 8, 2011.

Amy Hickee be hired for the position of Student Assistant, effective date to be determined.

Alyson Yu be hired for the position of Student Assistant, effective date to be determined.

William Newitt seconded. Motion carried.

ADJOURNMENT

The library commission adjourned at 10:16 a.m.

Kathleen Connors
Secretarial Assistant