

WARREN COUNTY LIBRARY

Warren County Library Commission
2 Shotwell Drive, Belvidere NJ 07823
P: 908-475-6320 | www.warrenlib.org

Regular Session – February 25, 2016

The Warren County Library Commission met in regular session at 5:30 p.m. on February 25, 2016 in the Library Headquarters at 2 Shotwell Drive, Belvidere, New Jersey.

The meeting was called to order by Chairperson Patricia Rokosz and upon roll call, the following members were present:

Present: Marilynn A. Barone Patricia A. Rokosz
 Alice A. Mollitor Virginia R. Rutledge
 Henry A. Newbold

Administration: Maureen Baker-Wilkinson, Library Director
 Jill Butcher, Assistant Director
 Jaci Stemler, Administrative Secretary

Chairperson Patricia Rokosz stated that notice of the meeting had been properly advertised in the *Star-Ledger* and the *Daily Record*, and a notice had been sent to the Warren County Clerk's Office.

Oath of Office

Henry R. Newbold, who was appointed to the Library Commission by the Warren County Board of Chosen Freeholders per Resolution 71-16 on January 27, 2016 for a term to expire December 31, 2020, was sworn in and welcomed to the Commission.

Minutes

On motion by Ms. Mollitor, seconded by Ms. Barone, the Minutes of the January 7, 2016 reorganization meeting were approved with Mr. Newbold abstaining. On motion by Ms. Rutledge, seconded by Ms. Rokosz, the Minutes of the January 7, 2016 regular session were approved with Mr. Newbold abstaining.

Communications

Received old photo of Oxford.

Public Comment - None.

Old Business - None.

Director's Report - Report is attached. Ms. Wilkinson added *Innovative Ways to Deliver Library Services in the Future* to current grant applications. Commission members are invited to see Ms. Kelly Durkin, YA Librarian, demonstrate Makers Day equipment after the meeting.

New Business - None.

Closing Public Comment - None.

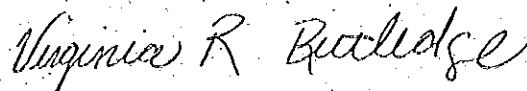
Executive Session - Not required.

Adjournment

There being no further business, on motion of Ms. Rokosz, seconded by Ms. Barone, the meeting adjourned at 5:55 p.m.; motion carried unanimously.

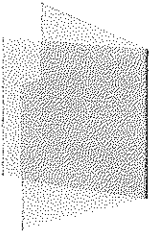
The next regular meeting is scheduled for Thursday, March 24, 2016 at 5:30 p.m.

Attested to:



Virginia R. Rutledge, Recording Secretary

VRR/jes



WARREN COUNTY LIBRARY

February 2016 Director's Report

This month we welcome Henry A. Newbold to the Warren County Library Commission. Mr. Newbold has served on the Board of Directors of the Mt. Olive and Washington Township Public Libraries. His many years of experience include work on the capital building projects at these libraries. Mr. Newbold and I spent an afternoon touring the library system as introduction to our organization and I anticipate his experience will be an asset to our library system as we move forward on various projects.

Catherine Dickson Hofman Branch will be experiencing a major change in the next couple of months as three employees retire, each having 20+ years with the Library. Marilyn Grandin, (Branch Manager) will retire at the end of April. Wendy Woythaler, her second in command, will retire at the end of March. Marilyn and Wendy both worked at the Old Mill, where the CDH Association Library was located prior to being moved to its current location when it became a branch of the WC Library. They have been instrumental in the development of the branch over the years, and will be missed by both staff and the library users of Blairstown. Linda Guida will also retire at the end of March. Linda started her career as a Senior Library Assistant at the Franklin Branch. Most recently Linda worked as part of the Administrative Team entering payroll information, recording attendance and providing backup assistance for other members of the team. Linda has worked at every branch except Northeast and will be missed by her coworkers across the library system.

I submitted two grant applications this month. The *NJ Libraries Career Connections Grant for Uniform Career Guidance and Job Assistance Services* will be awarded to 26 libraries in the state of NJ. The grant for \$50,000 is for developing and providing career and job assistance in libraries. The other grant *Rural Gateways: Fostering the Development of Rural Libraries as Informal Science Facilitators* provides \$3,500 and access to STEM-related public program materials, professional development, ongoing programming support and an online peer-to-peer community. This grant will be awarded to 110 libraries in the US.

The Freeholders approved the Library Budget at last evening's meeting. The final operating budget is \$4,654,807--\$32,500 less than last year. We are, however, putting \$250,000 in our capital building fund bringing our capital building fund to \$1,296,000. We have added additional funds for programming this year and will earmark these funds for STEM programming.

I am currently working on the Annual State Aid Report. The report is labor intensive, as we need to compile library use statistics and financial /budget information from the previous year. The completion of the report is required in order to receive State Aid, which is approximately \$35,000 for our library system.

New Jersey Makers Day will be held on Saturday, March 19th. All branches are planning special activities. Last year we had good attendance at these events and we expect that this year will attract even more people. Our Glowforge 3-D printer has not been received yet, so we will not be able to showcase it on Makers Day. We will be demonstrating a Silhouette cutter which can cut paper, vinyl, etc. and has already been used in various library programs.

A handwritten signature in cursive script, appearing to read "Maureen Baker Wilkinson", followed by a horizontal line.

Maureen Baker Wilkinson
Library Director