



WARREN COUNTY LIBRARY

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

Regular Session – January 7, 2021

The Warren County Library Commission met in regular session at 5:50 p.m. on January 7, 2021, via virtual zoom meeting. immediately following the reorganization meeting.

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

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

Administration:	Maureen Baker Wilkinson, Library Director
	Jill Butcher, Assistant Director

Chairperson Marilyn Barone 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.

Minutes

On motion by Ms. Rokosz, seconded by Ms. Rutledge, the Minutes of the November 19, 2020, regular session, by unanimous vote were approved, motion carried unanimously.

Communications – None.

Public Comment - None.

Old Business - None.

Director's Report –

Please see the attached Director's Report dated January 2021.

New Business - None

Closing Public Comment - None.

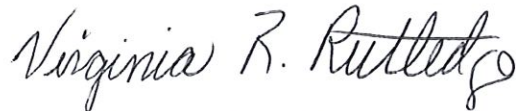
Executive Session - Not required.

Adjournment

There being no further business, on motion of Ms. Barone, seconded by Ms. Mollitor, the meeting adjourned at 7:00 p.m.; motion carried unanimously.

The next regular meeting is scheduled for Thursday, February 25, 2021, at 5:30 p.m. to be held virtually, details to follow at a later date.

Attested to:

A handwritten signature in cursive script that reads "Virginia R. Rutledge". The signature is written in black ink and is positioned above the printed name of the Recording Secretary.

Virginia R. Rutledge , Recording Secretary

VRR/mbm



WARREN COUNTY LIBRARY

Directors Report - January 2021

The library system is continuing virtual and curbside services while remaining closed for in-person library visits. Other libraries in the county are also closed for in-person visits. Our neighboring county libraries (Sussex, Hunterdon, Morris) are open for in-person visits for limited hours or by appointment only.

For the most part, our members are supportive of this operational change, and curbside service is steady. We continue to promote our "Grab & Go" service members based on their reading and online reader's advisory tools to encourage the use of our physical collection. Browsing the collection remains the preferred method for selecting library materials, and we have seen a decline in the use of our physical collection.

Our new "Print-from-Home service" is starting to be used by members, and our WiFi hotspots and tablets with data plans in high demand. With the colder weather, program attendance is increasing. Participatory events such as escape rooms, reading challenges, and contests remain popular. We encourage program participation by distributing supplies with some of our programs (goody bags, craft & maker supplies, etc.).

We had most staff from one branch in quarantine during December due to a positive staff diagnosis of Covid-19. Still, we were able to continue to provide service to the community, thanks to the remaining staff's hard work. No additional staff at the branch became ill. Quarantined staff worked from home, and answered the COVID-19 and Library phones, renewed library memberships, and responded to text and email inquiries from members.

This week a second staff case of Covid-19 was diagnosed. In this instance, we did not have to quarantine other staff as the infected employee had not been in the branch while they were contagious. Staff must continue monitoring their health and continue safety protocols.

In December, we moved staff workstations further apart to discourage staff socialization and maintain social distancing. Managers must monitor staff behavior since staff have become comfortable in the work environment and are less concerned about social distancing. Managers have implemented schedules to assign staff specific tasks and places in the branch where they will work. Staff safety remains a high priority as we continue providing community access to library resources.

Submitted by:

Maureen Baker Wilkinson
Library Director