



WARREN COUNTY LIBRARY

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

Regular Session – May 27, 2021

The Warren County Library Commission met in regular session at 5:30 p.m. on May 27, 2021 via Zoom virtual meeting.

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

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

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

Chairperson, Marilyn A. 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 April 22, 2021 meeting were approved, motion carried unanimously.

Communications – None.

Public Comment - None.

Old Business - None.

Director's Report – Please see Director's Report attached.

In addition to the prepared Director's Report, Ms. Wilkinson discussed the borrowing privileges within the Circulation Policy. As a result, a resolution was made to amend the Circulation Policy.

Resolution No. 2021-5

On motion of Marilynn Barone, seconded by Alice Mollitor, the following resolution was by unanimous vote adopted by the Warren County Library Commission at a meeting held on May 27, 2021.

RESOLUTION TO Adopt a Revision to the Library Circulation Policy.

Be it hereby resolved by the Warren County Library Commission that the Circulation Policy, copy attached, is hereby adopted.

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. Rokosz, the meeting adjourned at 6:30 p.m.; motion carried unanimously.

The next regular meeting is scheduled for Thursday, June 24, 2021 at 5:30 p.m. via virtual meeting, details to be announced at a later date.

Attested to:



Virginia R. Rutledge, Recording Secretary

VRR/mbm



WARREN COUNTY LIBRARY

Directors Report - May 2021

The library has moved closer to pre-Covid hours of operation. The library is now open Mon & Friday from 9-6; Tuesday, Wednesday and Thursday 9-8 and Saturday 9-3. (57 hours per week/formerly open 63 hours. The evening hours are reduced in this schedule as they have the fewest visits by the public.

The branches are starting to see more in-person use; however, we are still slower than usual. Northeast's repairs are complete, and they are open with the same schedule as other branches.

We have had two full-time employees leave this month. One retired, and one accepted a higher paying job. We hired a full and part-time employee for library assistant, who start work this month. We have finally found a new branch manager for our Southwest Branch who will begin work in July. We have a second interview on Friday with a strong candidate for a library assistant position.

As the state begins to relax the Covid-19 restrictions, we will be further modifying our operations. We had some problematic interactions with members when the CDC announced changes for vaccinated people—posting additional signage indicating that the Executive Order for wearing masks seemed to resolve the problem. The executive order for masks will change again on Friday and remove more rules related to Covid-19. We will follow the directions of the County on whether we will continue the requirement for masks in our buildings. While most of the staff is fully vaccinated, I have heard from many staff that they will want to continue to wear masks. If employees wish to continue to wear a mask, they will be able to do so.

This month we launched two new electronic services. Members can now access the New York Times online in the library and at home. We have augmented our Hoopla service with "Flex". Flex allows us to purchase content not available as part of the regular Hoopla content (i.e. new eAudiobooks and eBooks) and circulate then through Hoopla. Each item will circulate to only one person at a time. We will establish a small collection in Hoopla to compare the service with our other eBook service, Cloud Library. The benefit to Hoopla is that it has no platform fee. They are in the process of developing new software that would work similar to Cloud Library and allow us to share e-content with other libraries. Our biggest complaint about Cloud Library is their billing and reports. They have been working on improvements which will be in their next update coming out in several months.

Submitted by:

Maureen Baker Wilkinson
Library Director