



WARREN COUNTY LIBRARY

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

Regular Session – February 22, 2024

The Warren County Library Commission met in regular session at 5:30 p.m. on February 22, 2024.

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

Present: Henry A. Newbold, Patricia A. Rokosz
Alice A. Mollitor, Elizabeth Thomas, Cathleen Gerhardt

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

Note: There were seven attendees via Zoom and five attendees in public seating.

Chairperson Henry Newbold 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.

Ms. Holly Mackey, County Clerk was present to readminister the oath of office to two installed individuals, Elizabeth Thomas and Cathleen Gerhardt, whose appointments to the Commission will expire December 31, 2027 and December 31, 2028 respectively.

Minutes

On motion by Alice Mollitor, seconded by Patricia Rokosz, the Minutes of the January 4, 2024 reorganization meeting minutes, by unanimous vote were approved, motion carried unanimously.

Voting Member	Aye	Nay	Abstain
Ms.Mollitor	X		
Mr. Newbold	X		
Ms. Rokosz	X		
Ms. Thomas	X		
Ms. Gerhardt	X		

On motion by Patricia Rokosz, seconded by Elizabeth Thomas, the January 4, 2024, regular meeting minutes, by unanimous vote were approved, motion carried unanimously.

Voting Member	Aye	Nay	Abstain
Ms.Mollitor	X		
Mr. Newbold	X		
Ms. Rokosz	X		
Ms. Thomas	X		
Ms. Gerhardt	X		

Commission Comments & Questions regarding expenditure & program reports: - Ms. Rokosz inquired as to the additional architectural firm, assuming it related to the CDH construction. Ms. Wilkinson stated she was told the additional expense was for carrying out Project Management responsibilities.

Communications – There were two emailed communications stating support of the library not banning, segregating or censoring library materials based on recent complaints.

Public Comment –Agenda Items - None.

Old Business - None.

Director’s Report – February 2024 Director’s Report attached

New Business - There was a long discussion of the MOU (Memorandum of Understanding) for MAIN and the accompanying Attorney’s review from Douglas Zucker. Details were discussed about how this would benefit the Warren County Library, as well as how it would not. It was determined that if MAIN would accept a partial partnership agreement for cost saving resource sharing such as updated software at a group price, shared resources and interlibrary cooperation, but without requiring a full membership, the Commission would entertain approving the agreement. It was agreed a possible Zoom meeting could be scheduled to discuss and approve such if needed before the scheduled March meeting.

Closing Public Comment - Chairperson Henry Newbold asked if there was any closing public comments.

All five attendees that came in person each stated that they were in full support and appreciation to the Library for not restricting the selection of books, each giving their own reasons including it should be the parents' responsibility and right to choose and decide whether they want to restrict access to materials for their children. Two of the attendees via Zoom reiterated these comments.

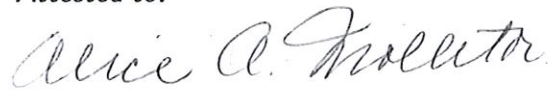
Executive Session - Not required.

Adjournment

There being no further business, on motion of Cathleen Gerhardt, seconded by Alice Mollitor, the meeting adjourned at 6:45 p.m.; motion carried unanimously.

The next regular meeting is scheduled for Thursday, March 28, 2024, at 5:30 p.m. to be held at the Richard D Gardner Branch of the Warren County Library with a virtual link also available on the Library website calendar.

Attested to:

A handwritten signature in cursive script that reads "Alice A. Mollitor".

Alice A. Mollitor, Recording Secretary

AAM/mbm



WARREN COUNTY LIBRARY

Director's Report - February 2024

The Hope location for library service is nearing completion. The County has completed some basic renovations that included electrical work, painting, carpeting, internet service, parking space marking and signage for handicap spots, and building a wall between the library and Division of Aging space. We are still waiting for the installation of network cables, the static IP address to use for setting up our computers, and a level space for the library book return.

The library has installed shelving, tables, and library carrels. There will be space for two employees but we will only schedule two employees during the middle/end of the shift to allow staff to take breaks, and to provide a safe environment when the Division of Aging employees are not present (after 4pm M-F) Due to staffing issues throughout the library system, we will open Monday – Friday initially, with some evening hours. As we hire and train more staff, we hope to increase the hours of operation.

*UPDATE We are shooting for a Monday, March 4th opening, for the Hope space. We will be announcing the change next week if there is sufficient progress with internet/networking so we can set up our computers. We may meet this timetable as a soft opening, without all services in place on day one.

Staffing remains an issue. While we have hired two new full-time library assistants since the beginning of the year and have three part-time library assistants starting in the next 4 weeks. We currently have vacancies for two librarians and will have a third librarian vacancy when our Children's Librarian retires in April. We need to fill these vacancies to meet minimum requirements for State Aid. We expect this to be a lengthy process, since WCL professional salaries are significantly lower than the NJLA recommendations and the pool of local candidates is small.

We have received a \$500 reimbursement for our staff development speaker fees from LibraryLinkNJ. This did not cover all costs for the day or the presentation, since Douglas also did a full review of many of our policies as part of his preparation for the presentation.

Our lawyer, Douglas Zucker has reviewed the MOU for the shared catalog as provided by MAIN and has raised several concerns that we will discuss at our meeting.

Submitted by:

Maureen Baker Wilkinson
Library Director