



WARREN COUNTY LIBRARY

Warren County Library Commission
2 Shotwell Drive, Belvidere NJ 07823
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Regular Session – April 25, 2024

The Warren County Library Commission met in regular session at 5:30 p.m. on April 25, 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, Cathleen Gerhardt, Elizabeth Thomas*

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

Note: There were five attendees in person and approximately seven attending via Zoom.

Chairperson Mr. 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.

Minutes

On motion by Ms. Rokosz, seconded by Ms. Gerhardt, the Minutes of the March 28, 2024, regular meeting minutes, were approved, motion carried.

*Recorded Vote: Mr. Newbold, Yes; Ms. Rokosz, Yes; Ms. Mollitor, Yes;
Ms. Thomas, Yes; Ms. Gerhardt, Yes.*

Commission Comments & Questions regarding expenditure & program reports: - None

Communications – One communication was included; a letter from Sylvia Zika was discussed.

Public Comment –Agenda Items -None.

Old Business - None.

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

Joe Thomas, Liberty Twp- Questions related to printing and internet issues at Hope and electrical issues at RDG

Judy McDonnell, Liberty Twp - Commented on the placement of bulletin boards at RDG and added further comments and support for collection resources for parents and "Screen in First"

Wen-Ling Lai, Blirstown - Commented that it was the parent's responsibility for what a child does and accesses in the library

Sandy Roberts, Blirstown - Commented it was not feasible to lock up every possible book /item that a child might access or someone might find objectionable. Parents are responsible for their children and their choice of library materials.

Monica Scott, Lopatcong - Expressed excitement about the possibility of Warren County Library joining MAIN and concern about the issues related to the library collection. Stated it was each parent's responsibility to provide guidance regarding the choice of library materials.

Julie Budzinski, Hope - Concerned about for-profit groups generating content for parents. Concerned about banning books and labeling library materials that some people may not like. Expressed support for joining MAIN, and happy about the Hope location.

Don Ippolito, Belvidere - Expressed concerns that the library discarded books, especially history books. Asked why the meetings did not start with the Pledge of Allegiance, and how children got library cards.

Judy McDonnell, Liberty Twp - Questioned how "obscene" books would be discarded and if they would be put in book sales. Restated support for "Screen it First".

Cybele Tamulonis, Blirstown - Happy about the prospect that WCL will join MAIN. She looked at "Screen it First" and felt it was not evidence-based and flagged books with LGBTQ content. Stated that parents were responsible for their children's choices of library materials.

Executive Session – None

Adjournment

There being no further business, on motion of Ms. Rokosz, seconded by Ms. Mollitor, adjourned the meeting at 7:30 p.m.

The next regular meeting is scheduled for Thursday, May 23, 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 - April 2024

We are finalizing the quotes for furnishings for the Catherine Dickson Hofman Branch so they can be ordered on the existing State Contract before prices change at the end of June. We can establish a delivery date to coincide with the end of construction, with an option for three months of free storage from our furniture provider if delays prevent delivery to the building.

Implementing the study room policy presented us with some challenges. However, we have taken swift action to address the study room and other concerns. The revised policies, included in this month's commission package, are a commitment to proactive problem-solving. We have also made significant progress in enhancing the study room experience by establishing a self-serve kiosk on the second floor of Richard D. Gardner for room bookings and the upcoming purchase of WiFi locks for the study room doors. We are actively promoting the availability of the study rooms on digital signs, and we have noticed new members using the service.

We are actively working on increasing the use of various services, such as hotspots, museum passes, book club kits, and digital content (focusing on services other than Hoopla). To this end, we are running additional promotions on the digital signs. We are pleased to report that our efforts have resulted in an uptick in using many featured services. For instance, Tumblebooks was used 13 times in March, and we recorded 40 uses in April.

The temporary service point in Hope has been open for seven weeks but is not functioning fully due to ongoing internet issues. We have experienced internet drops multiple times per hour, causing staff workstations and IP phones to drop their connection. While this issue appears to be resolved, we still cannot provide computers and printing to the public. We have the same equipment and software in other library branches, and our staff have years of experience with its installation and operation. The issue is related to the permissions/setup blocking access to the server on our network. We are limited in what we can do to resolve this issue since the network and its setup are under the control of the County IT department.

In addition to the Hope issue, we have an ongoing problem with access to the County payroll or accounting software for bill payments. The Library's administrative staff typically access the software through a VPN to the County's finance software. The VPN connection has not worked for the last seven weeks, and our staff must do this work in the Finance department at the Wayne Dumont Building. The Finance department staff have been gracious in finding a workstation for our staff, but this has inconvenienced them.

The County Library Directors participating in the MoU with Main have been invited to attend MAIN's Bylaw Committee meetings. Currently, the group is discussing a new voting structure that considers the size of the Library, the number of locations in a library system, and its budget (and payment to MAIN). Since County Libraries raised this concern, it is a positive step towards addressing it.

MAIN has scheduled meetings to evaluate responses to the RFPs early in July, followed by in-person software demonstrations in late July and early August. Warren County Library will send people with various job titles to the demonstrations since they work with different software modules.

Our Youth Services Librarian, Lina Crowell, is retiring on April 30. We continue to interview for this position and Branch Manager; however, the pool of qualified candidates is limited.

The Library received a \$30,000 gift of money from the Estate of Susan Joan Flad. The Library also received notice that the Catherine Dickson Hofman and Northeast Branches will receive a presently undetermined amount of money from the estate of Arthur L. Dunne.

Submitted by:

A handwritten signature in black ink, appearing to read "Maureen Baker Wilkinson". The signature is written in a cursive style with some loops and flourishes.

Maureen Baker Wilkinson
Library Director