

Warren Township Library Advisory Board Minutes

March 28, 2017

In Attendance: Beverly Lang, President, Esta-Ann Schapiro, Ginny Pasternak, Secretary, Mally Becker, Jeffrey Brenner, Kim Foley, Roger Hsu, Lauren Ryan, Warren Library Director, Kathy De Cristofaro, Administrative Assistant, Keith McCoy, County Assistant Director, Mayor Carolann Garafola, Joanne Ball, Treasurer for Friends of Warren Township Library

Meeting called to order:

At 6:59 P.M. Beverly Lang read the Open Public Meetings Act.

Director's Report:

Lauren Ryan distributed copies of her written report and discussed highlights.

Programming and Services:

- A seed swap program has been set up on the first floor of the library in collaboration with Wagner Farms. There will be a discussion of this program on April 1.
- Successful March events include a SCLSNJ Spelling Bee with the winner going to Washington, D.C., a Special Needs Social Hour, NJ Makers Day, and a Warren Library Business Makers Day.
- There will be an Open House for Warren Township staff at the library on April 19.
- Patron counts on Sunday have increased since its inception in January. Over 200 came on March 26.

Library Operations:

- Art Space has been scheduled through March 2018 by Kathy DeCristofaro.
- March Display Space featured Morristown artist, Laura Jankura's pastel, watercolor, and acrylic paintings.
- April Space will be given to Warren artist, Linda Schwartz's pastels.
- May Space will exhibit Warrenbrook Seniors "4th Annual Ageless Art Show"
- The display case in February and March honored Silvia and Warren Gerkin.
- The April - May display case will have a Camera Exhibit of vintage cameras courtesy of the Fleetwood Museum in North Plainfield.

Building and Grounds:

- Panic buttons will be installed at the library's 3 public service desks.
- A public photocopier will scan documents to an email address at no charge.

- Apps are available to all patrons. Set-up assistance may be provided by the library staff.

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Active Shooter Training:

Mayor Garafola asked if this training was available to library staff. Lauren Ryan said it was available for all county staff members.

Friends of the Warren Library Report:

Joanne Ball and Beverly Lang reported

- The Friends Book Sale would take place in the library on April 8 – 9.
- Friends of the Library membership renewal emails will be sent out. Cards will be mailed to those without emails.
- At the June 12 meeting awards will be given to 2 high school students for their volunteer work at the library. This meeting will be advertised in a township e-blast and bulletin board notice.

County Library Report:

Keith McCoy announced:

- The new county library website will be ready by the end of May. The Communication Calendar will be user-friendly for searches.
- A decision on the voiceover internet proto-call will be voted on April 5. Three vendors have submitted bids.
- Seven bids were received for a new circulation system. Six were incomplete, so there will be a new bidding process.

New Business:

Carolann Garafola will check on numbering the buildings in the municipal building complex, including the library.

Old Business:

- Parking is better now that the new municipal building has been completed. Mayor Garafola reported that the area near the new building will be repaved and restriped.
- Voting will continue in the library this November. An alternate location is being considered for future elections.

Treasurer's Report:

Kathy DeCristofaro distributed copies of the Warren Township Library Operating Fund dated February 28, 2017. Total expenses were \$1,740.72. Total Income was \$1,449.97. Ending balance was \$50,125.00 with a difference of -\$290.75. The proposed budget shrinks each year. Phone expenses will drop later this year as a result of the new system.

Minutes of the January 31, 2017 Meeting

Minutes were emailed to Board members and hardcopies were distributed at this meeting. Beverly Lang proposed approval of the minutes. Mally Becker seconded the motion. Minutes were approved.

Meeting adjourned at 7:26 P.M. The next meeting will be held on May 16, 2017.

Respectfully submitted,
Ginny Pasternak
Advisory Board Secretary