

## Library Director's Report for the April 24, 12, HPL Library Board of Trustees meeting

### Meetings Attended / Events at the Library and in the Community for March 2012

- March 1- NJLA Elections Subcommittee Telephone conference call from 11-11:30 am. (Briant)
- March 2- Ken and Allison Ditmars at library from 10-4 pm for library audit; legislative visit to Assemblyman Greenwald's office from 11:30-12:30 pm- Briant and Kathi Peiffer of NJ State Library.
- March 5- Camden County 4 H Robotics Club from 6:30-8:00 pm – 7 tweens attended; Jo-Ann Pure and Susan Briant made a presentation to HMHS PTA on library digital computer resources from 7:30-8:30 pm at HMHS school library- 12 attended.
- March 7- Teen Craft Night- Make Jewelry from Recycled Materials from 6:30-7:30 pm- 8 attended (Braverman)
- March 9- E-rate application completed for 2012-13 (Briant); Pure and Briant made presentation to HMHS Guidance Dept. on curriculum and college computer resources from 8-9 am- 5 attended.
- March 12- Fifties group from 7-8:30 pm- 12 attended.
- March 13-17- Public Library Association Conference in Phila., Pa. (Briant and Peppard attended conference programs and exhibits; staff attending the exhibits were Alles; Hoobler; Mugler; Pure, Reinking, J.; Stairiker) and Library Board member John Burmaster.
- March 13- eBook readers demo from 6-7 pm (Pure) – 3 attended; Teens and getting ready for college- Friends of the Library panel discussion from 7-8:30 pm- Kinsey, Mike and 10 attended.
- March 14- Doug Rauschenberger gave a program on Eradicating Polio in India from 7-8:15 pm – 13 attended.
- March 15- Friends of the Library meeting from 7-8:30 pm (Briant)- 12 attended; Iovino Architects and local engineering firm conducting engineering study of the building from 2- 6 pm
- March 19- Camden County 4 H Robotics Club from 6:30-8:00 pm – 9 tweens attended; adult book group from 7-8:15 pm- 3 attended (Frontino.)
- March 20- Library Board member Amy Goodworth attended orientation session from 1:45- 2:45 pm with director Briant.
- March 21- Engineers back to work on engineering study from 1:30-5:30 pm; New Careers and Career Transitions computer class from 11-12 pm- 1 attended
- March 22- Ken Ditmars for audit from 10-3:30 pm; TAPs meeting from 7-8:30 pm- 12 attended.
- March 27- Library Board of Trustees meeting from 9-9:10 am – 9 attended; Municipal Budget introduction from 7:30-8:30 pm – Briant attended.
- March 29- Library Board Strategic Plan Committee meeting from 10-11:30 am (Burmaster, Eklund, Reed, Susan, and Briant.)
- March 30- Anne Frontino's last day – retirement of staff – light refreshments in the morning; OCLC Conference call from 1-2 pm (Briant.) New Careers and Career Transitions computer class from 1-2 pm (Pure) - 2 attended.

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### **Library Audit for 2011**

Ken Ditmars sent a correction, a copy of which is attached. He is also eliminating the word fixtures, as per the Board's request last month. Final bound copies of the audit report will be forthcoming.

### **NJ Library Trustee Association Conference on June 2**

I sent you the link to the NJLTA Conference. We are in receipt of brochures for each of you, which will be presented at the meeting. The registration date is May 18. I would like to know if you plan to attend. The link is <http://ldb.njstatelib.org/Trustees> This promises to be a fine conference.

### **Thanks from Anne Frontino**

Anne Frontino's last day was on March 30. We did have an informal breakfast and sendoff for her. She sent a thank you card to the Board and I will bring it to the meeting.

### **Reorganization of Technical Services Dept.**

Since attending the Public Library Conference, I have been working with vendors to gather information on restructuring our technical services. Our new cataloging supervisor, Kathleen Metrick, will begin work on May 1. More decisions will be made after Kathleen is on board.

### **Engineering Study of the Library**

The local engineering firm engaged by Anthony Iovino to conduct the engineering study of the existing library building has finished its site visits. Anthony is in the process of putting the study together for the Borough Commissioners and the Library Board. I believe he will be presenting it to the Commissioners at their work session on April 30.

### **By-Laws Review**

At my request, the NJ Library Association Intellectual Freedom Committee is discussing some of our questions about electronic communication for Library Boards. It is on their agenda for May 4. It is worth waiting to revise our by-laws for the outcome of their research and discussions. I will keep you posted on their progress.

### **Library Budget for 2012**

Once the Borough has adopted its budget (by the end of April), we will be ready to prepare our budget for adoption. John Burmaster and I agreed that the Budget Committee will meet soon to make recommendations to the Library Board on our budget for approval. As you know, the excellent news is that we will receive flat funding from the Borough – no budget cut this year. Hopefully things are stabilizing.

### **Staff Training**

We have been doing concentrated training on the circulation of Nooks to make it easier for the staff and public. We are also retraining on the confidentiality of library records. NJ has a very strong law protecting borrowers' use of library materials and resources. We have several newer part-time library assistants. It is important to follow the law when and if this issue arises. Staff have attended training sessions on the use of Polaris features. We are looking forward to our May 4 Staff Development Day.

### **Financial Disclosure Forms**

Financial disclosure forms are due back to the Borough of Haddonfield by April 28. If you haven't returned your form yet, you need to do this by the required date.

### **Friends of the Library Annual Program is April 22**

Megan Smolenyak will be the featured speaker at the Friends program at 1:30 pm on Sunday, April 22 at the Markeim Arts Center. Drop in if you can make it as she is a very interesting genealogy speaker. Her new book is "Hey, America, Your Roots are Showing" and she will autograph copies.

### **Strategic Planning Committee**

This committee has met twice since the last Board meeting. John Burmaster will be giving an update on its progress.

Respectfully Submitted,

Susan Briant  
Library Director on April 20, 2012