

Library Director's Report for February 24, 2015 HPL Board of Trustees meeting

Events, Meetings at the library and in the community for December 2014

- Jan. 1- New Year's Day library closed
- Jan. 6- Staff Renovation Committee meeting from 1-3 pm (Bilodeau, Briant, Metrick, Zino and Parker); Pennoni Engineering firm did air conditioning additional analysis from 2-3:30 pm; Drop in for eBooks/ Hoopla at 6 pm (Zino) - 1 attended.
- Jan. 7- Drop in for eBooks/Hoopla at 6 pm (Briant)-1 attended.
- Jan. 9- NJLA Public Policy Committee meeting at Monroe Township from 10-12 pm (Briant)
- Jan. 11- Meet the Artists reception from 3- 4:30 pm – 20 attended and Goodworth, Briant, and Parker.
- Jan 13- eRate Webinar from 11-12:30 pm (Briant and Metrick.); Borough Commission meeting from 7:30-8:15 pm to advertise for bids – Cheryl Squadrito-Moskovitz and Mary Eklund were sworn in by Mayor Kasko. Briant attended, too.
- Jan. 14- Computer tutorial from 10:15-11:15- Zino and 1 participant; Staff Renovation Committee meeting from 1-3 pm (Alles, Bilodeau, Briant, Metrick, Zino and Parker.)
- Jan. 15- Friends of the Library meeting from 7-8:15 pm – 11 attended and Briant.
- Jan. 17- Lions Club and Mayor's Breakfast from 9-10:30 am- Gene Kain was awarded Haddonfield's Citizen of the Year for 2015- entire Library Board (except Squadrito) and Briant attended.
- Jan. 19- Martin Luther King Day- library open.
- Jan. 20- Personnel Committee and Briant met from 1-2:30 pm (Goodworth, Kain, Marchand, and Briant.); Haddonfield Adult School meeting from 6-8 pm- 10 attended.
- Jan. 21- Library Staff meeting from 1-2:15 pm – 12 attended.
- Jan. 24- School Exchange program from 10:30-12 pm- 25 attended. Library opened at 11 am due to snow.
- Jan. 25- School Exchange program part 2 from 1-2:30 pm- 12 attended.
- Jan. 26- library closed at 5 pm due to snow.
- Jan. 27- Library closed all day due to snow. Library Board meeting postponed to Feb. 3 at 8 am.
- Jan. 28- POLARIS upgrade to version 5.1
- Jan. 30- Major traffic accident on Haddon Avenue – 4 cars hit, 3 staff cars totaled.

Building Update:

Pennoni Engineers did submit the revised scope for the air conditioning improvements since the last meeting. Bids are out as of Jan. 21 and were received back on Feb. 18. At least two of the eight bids received were slightly under the \$1.8 Borough funding. The 3 alternate bids came in between \$200,000-300,000 The architect is now reviewing the bids and will be making a recommendation to the Borough next week. As you will recall, the bids went out with the base bid for major repairs such as the roof and the handicapped accessible renovations and with 3 alternates. The alternates ended up being: 1. renovation in the lower level to enhance the building, such as new lighting, the staff areas and changes to the spaces to achieve contemporary functionality; 2. The improved scope of the HVAC system and data/ electric upgrades; and 3. the windows on the lower level of the building.

Items have continued to be posted and sold online at the public auction site. You will note revenue from this on the financial reports.

The lease for storage is being finalized this week. Clean out and weeding continues. Sharon and John continue to explore alternative sites for service.

The Board should have written clarification from the Borough on the alternates and items it is expected to pay for and the Board should vote to accept the list by motion at least or resolution. This has been pending for quite a while. This important step can be concluded with the acceptance of the bids. This will also help the Fundraising Committee determine the amounts to be raised.

Sharon Parker will give a complete update at the meeting.

Library Board Committee lists for 2015 are being sent to you for confirmation. There is still a need for a liaison to the Friends of the Library. Deborah wants to have a board discussion about fundraising, which was moved from the Dec. agenda to the January agenda. The Fundraising Committee needs to meet very soon to get organized and make some basic decisions for the campaign. I did send some information to the Fundraising Committee for getting started again.

Tree Mural & We Love Our Library and Fundraising Campaign

Several leaves have been sold for the tree. Amy has placed many leaves on the tree and they look very nice. At least three leaves at the \$250 amount have been purchased. As you recall, these will have a permanent place on the permanent donor wall. Once the Fundraising Committee establishes some fundraising goals and decides on activities, etc., the campaign can really move forward. Publicity has been done on the campaign.

Friends of the Library

Sharon Parker gave the Friends an overview of the preliminary furnishings plan at the Feb. 19 meeting. The Friends seemed pleased with the initial layout. They also have interest in the donor wall project and would like to hear more about it. They have ideas of their own that were thrown into the mix. There was a lot of discussion about the Friends 2015 Book Sale. The Friends will be working to explore alternate sites and would like Board and municipal support on this task. Their annual meeting is tentatively scheduled for April 30 at the Markeim with Maureen Fitzgerald of the Philadelphia Inquirer.

Service at other libraries/ Resolutions for Service

I have been working with the directors of the other three libraries that will offer service while we are closed. We are in receipt of a resolution from Camden County Library and Cherry Hill Library has been authorized to proceed with providing services once we know the dates for service. Haddon Heights is still working on its arrangement and resolution. You are receiving three resolutions for us to have service at these three facilities. Camden County Library system, Cherry Hill Public Library, and the Haddon Heights Library have agreed to give out cards for full borrowing. They expect to offer most of their other services (computer/ ILL/ Reference/ most programming) with the exception of some children's programs and children's summer reading.

Review of Library Use and programs and services in 2014 is enclosed. Considering the weather of the first quarter of 2014, use of the library for collections, programs and services held its own. Digital use rose and some of that can be attributed to the weather and building desirable digital collections.

Legislation of Interest for Libraries

2 bills have been introduced concerning libraries. The first, A3966 "New Jersey Library Construction Bond Act" authorizes \$125,000,000 in construction funding for public libraries! This bill provides a 50/50 match (local government/ state government.)The bill is in the Assembly State and Local Government Committee. If it gets any traction, this could help with renovation that doesn't occur this time around.

The second bill, A 4001, permits an increase in the municipal free public library tax rate upon voter approval. This bill has also been referred to the Assembly State and Local Government Committee. More information will be provided in the near future.

I am an advocacy captain for visiting NJ Legislators' local offices in March. If any of you are interested in coming on a visit to our assembly and state senate representatives, please let me know. Our asks this year are for restored state aid funding and construction funds. NJ Per Capita State Aid is now funded at .41 a person.

The Auditor is working on our audit and he will be making a report to you in March.

NJ Library Trustees Association has a training session planned for March 28 at the Moorestown Library. There is a \$20 fee. Please let us know if you would like to attend and we will pay the fee and register you.

Policy review- A revised Code of Conduct and Unattended Children's policies will soon be submitted to our attorney and Janet Hallahan for review. After staff review and a meeting with Police Chief Stuessy, some changes have been recommended, moving the age for unattended children from age 7 to 8 and some updating of the Code of Conduct.

The Retrospect and the Haddonfield House Files are close to being finalized in digital format. Eric Zino has worked capably on these projects to bring them to fruition. In the very near future the community will be able to access the Retrospect from 1903-2003 on a USB drive in the library. This was a cooperative project we have been involved in with the Collingswood Library and several other libraries over the past year. As you will recall, the Alles family donated the funding to digitize the 4500 Haddonfield House files. These files will also be available on a USB drive for patrons to use in-house in the near future.

POLARIS upgrade on January 28 went well. A special thanks to our IT staff, Kathy Metrick, Pam Alles and Jeannie Reinking for shepherding the update so smoothly.

Budget Meeting- Mary Eklund, Deborah Marchand and I will be meeting with Sharon McCullough and Jeff Kasko on Feb. 24 to justify our budget request and to talk about budget issues. Thanks to Jeff and Mary for arranging this.

Social Media- Cheryl Squadrito has helped us in boosting our social media posting. We are now posting items every day. Thanks to Cheryl and her assistant for so many great ideas!

Respectfully Submitted,

Susan Briant

Library Director on February 20, 2015