

Meetings Attended/ Events at the Library and in the Community

- Dec. - John Burmaster took NJLTA Trustee training webinar – 3 hours.
- Dec. 3- NJ Statewide Strategic Planning Committee meeting at Monroe Township Library from 10:30-2:30 pm – Briant attended.
- Dec. 5- LibraryLink NJ Annual Membership meeting at Rowan University from 1:30 – 4 pm- Briant attended.
- Dec. 6- NJLA Public Policy Committee meeting at Monroe Township Public Library from 10 am- 2 pm (Briant); Bob Byrd Book Signing for **Electric Ben** from 7-8:30 pm- 45 attended (Peppard.)
- Dec. 7- Using the Computer from 3:30-4:30 pm – (Pure)-1 attended
- Dec. 12- Heritage Quest Computer Class from 11-12 pm – (Pure)- 1 attended; Borough Safety Committee meeting from 1-2 pm (Briant); Menorah Lighting at 6 pm – 40 attended; library closed at 5 pm for Staff holiday gathering
- Dec. 14- Searching the Internet from 3-4:30 pm (Pure)- 1 attended
- Dec. 18- Library Board of Trustees from 8-9 am- 14 attended
- Dec. 20- Friends of the Library holiday gathering at Phil Shapiro's home from 6:30-9:30 pm (Briant)
- Dec. 21- Searching the Internet from 4-5:30 pm (Pure)- 1 attended.
- Dec. 24 and 25- library closed for Christmas holidays
- Dec. 31- library closed at 1 pm on New Year's Day

New Library Board member

Janet Hallahan has been appointed to the Library Board to fill the term vacated by Bill Reynolds. She will attend the Jan. 22 meeting and be sworn into office by President Kain.

Building update

Anthony Iovino will present drawings and information on the 2000 square foot addition for ADA compliance to the HPC on Jan. 23 at 7:30 pm. This presentation will be the first in a series (to the Planning Board and State Historic Sites Council) to gain approvals for the addition. The meeting is open to the public.

We will need to talk about the timeline and many other issues for this project as the year moves forward.

By-Laws

I am submitting the Library Board by-laws as is customary in the New Year. Last year I requested that NJLA do some work on updating its recommended by-laws for Library Boards. An NJLA committee has been working on this issue and I hope we have some information in the very near future. This was specifically in reference to electronic communication for Library Board members. I have sent the current by-laws for review.

Reorganization of the Library Board

The Library Board will reorganize on Jan. 22. This means annual election of officers for President, Vice-President, Secretary, Treasurer, and Assistant Treasurer. The Board has several committees, listed in the by-laws, which will need to be filled for the year. The committees are: Budget/ Finance; Fundraising/Development; Strategic Planning; Personnel; Buildings and Grounds; Books; Nominating and the liaison to the Haddonfield Friends of the Library. The president may want to appoint committees in February to give members a chance to consider the committees to serve on. We do need officers to sign some paperwork for the bank in order to be check signers for payment of bills. We will need to collect certain documents (photo identification, usually the NJ driver's license) from the new officers and make copies after the election. Also, if anyone needs a permit for parking please let me know and we can fill out the paperwork.

As discussed at our last few meetings, we need to do some work on our Haddonfield Foundation account and establish priorities for its use this year and with the coming library addition.

Look at the Year Past: Next month I will submit a review of 2012, statistics and highlights. It was a very busy year for the library.

Budget News : There is nothing to report from the Borough. Our operating and capital budget requests were submitted for approval to the Borough in November.

Director's Contract and Performance Review

I did receive my performance review from Gene Kain and Bill Reynolds in late December. The discussion was helpful. My annual contract was presented to you last month. It is on the agenda again for approval.

End of the Year Transfers: We won't need to make any additional transfers at this meeting. I have reviewed our end of year balances with the Treasurer. This can be discussed at the meeting.

eBooks New System/ Integration with POLARIS

We are working toward the implementation of our new eBook collection and system. Our full time staff are attending a series of webinars to learn about implementation, training, and collection development. Kathleen Metrick is gathering information to make our collection development go more smoothly. The 2 vendors (POLARIS and 3M) had to move back the timetable for launching the integrated system. We now believe our launch will be in late March / early April and this may coincide with National Library Week. Kudos to our Tech Services staff for working so capably this year on so many changes in the Dept. and the delivery of collections.

Respectfully Submitted,

Susan Briant

Library Director

