

Meetings Attended / Events at the Library and in the Community

- Dec. 3, 13- eBooks and your eReader with your Library Card from 6-7 pm – 3 attended (Pure.)
- Dec. 8, - Library closed at 2:30 pm due to snow; Friends of the Library Astral Artists Concert at 6:30 pm canceled.
- Dec. 9- Library closed at 5 pm for staff annual holiday dinner & party for Dot Peppard's retirement.
- Dec. 10- Library closed for snow.
- Dec. 11- Heritage Quest computer class from 11-12 pm- 3 attended (Pure); Briant gave PowerPoint presentation to Haddonfield Rotary Club on What's New at the Library from 1:05-1:30 pm – 80 attended including John Burmaster.
- Dec. 13- Dot Peppard's last day at the library – retiring after more than 20 years as Children's Librarian .
- Dec. 17- Library Board of Trustees meeting from 8- 9 am – 8 attended; Ken Ditmars and associate worked with Pam Alles on updating our accounting system (10 am-1:30 pm.)
- Dec. 30- Conference Call with POLARIS - (K. Metrick, J. Reinking, P. Alles. S. Briant and M. Vasquez from 2 -2:40 pm)

Update on Architect and Building

Anthony Iovino will not be returning until at least the February Board meeting. He has made progress but not enough to return yet. I submit his progress report for your review. Gene Kain will report on communication with the Borough to forge ahead. Anthony Iovino hopes to receive the results of the soil sample early next week.

Update on Auditor and Ledger System Conversion

The auditor, Andrea, and Pam Alles have continued to work on the conversion and updating of the accounting ledger system. Pam and I met with John Burmaster to talk about the reports from the updated system. John will be making a report to the entire Board about that. All goals set by the Finance Committee have been met except ironing out the reporting structure. Pam is working with the auditor on some specific questions about reporting that came out of our meeting with John on Jan. 23. Pam has done an excellent job in updating the financial system.

Visit of Our IT Consultant / Computers

As a result of the decisions made last month, our new server has been ordered and is being configured for use. It will be delivered within the next few weeks. As you will recall, our IT consultant started the conversation on updating our computers last month. We have been working with him to gather the necessary information to make our recommendation to you about the new computers. Our IT consultant will be returning to the Feb. 25 Board meeting to go over the recommendations.

We felt it was too important to rush for January for such a major investment. We have been reviewing issues with professional colleagues and making sure we fully understand the functionality and pricing of all systems before making our final recommendation. Kathleen Metrick and her department, Jeannie Reinking and with assistance from Pam Alles, are very thorough in the research. This weekend we will attend the American Library Association Mid-Winter Conference exhibits in Philadelphia to obtain more information.

Jordan Bilodeau is Here!

Our new Children's Librarian, Jordan Bilodeau, who began her duties on Jan. 2, is making an impact! She has scheduled her preliminary programs and is getting input from the community on its wishes for programming. Attendance has been brisk, in spite of the cold weather.

Jordan has already upgraded our social media and is launching a revitalized Facebook page. We will be on Twitter, Instagram, and so forth in the very near future. She is working with Erica Coonelly, our Teen Coordinator, and other staff to get these services up and running. I know this has been a Board want (and staff too) so welcome to Jordan who is off to a great start. We are looking forward to marketing to our teens and others social media users with Jordan's help.

Library Director's Performance Review and Employment Contract

I had my performance review with Amy Goodworth and Gene Kain. Amy will make a report at the meeting. We agreed to my goals and objectives for the year, including upgrading social media, which Jordan has already begun. I will send out my contract again under separate cover. My contract is due to expire at the end of January.

Library Board Reorganization

The Library Board will reorganize this month. The election of officers will be at that time. (President, Vice-President, Secretary, Treasurer and Assistant Treasurer.) The Nominating Committee will present the slate at the meeting. Any information that is needed for any new officers for banking will be requested at the January meeting (copy of photo-identification on driver's license and social security number.)

The president will review board committees at the February meeting, after you have a chance to consider the various committees. They are: Budget/ Finance; Fundraising/ Development; Strategic Planning; Personnel; Buildings and Grounds; Books; Nominating and the liaison to the Haddonfield Friends of the Library.

By-Laws

Next month I will send out the Library Board by-laws for review in the New Year. I did request that NJLA do some work on updating its recommended by-laws for Library Boards. Some potential revisions will be submitted to update electronic communication once the By-Laws Committee is set.

End of the Year Transfers: We do need to make one transfer after all end of the year spending was completed. The transfer is indicated on the end of the year transfer sheet. We did end the year with a positive balance of funds in the amount of \$17,217.41 to add to our reserve fund.

Look at the Past Year: In February I will submit a review of 2013, including statistics and highlights. It was another very busy year. We do know that our circulation rose to 138,055 from 132,711. I will have a fuller accounting and eBook circulation next month. We are verifying statistics for accuracy now.

Miscellaneous: I am wondering if any of you were able to register for the NJLTA Trustee Training. I have not been able to successfully send an email to the account holder. We should make sure you are registered for the online training again. As noted, ALA Midwinter is in Phila. this weekend. A number of our staff will attend the exhibits on Saturday and Sunday to see the latest and greatest, including furnishings and equipment ideas for the renovation.

Respectfully Submitted,

Susan Briant Library Director on 1/24/14