Monmouth County Library Commission Minutes  
October 10, 2017  
Headquarters Library

Present: Chairperson Renee Swartz, Commissioners Don Burden, Peter Doyle, Frank Wells, Grace Abramov, and Nancy Grbelja, Director Judi Tolchin and Assistant Director Heidi Amici.  
Absent: Freeholder Lillian Burry and Commissioner James Gray.  
Guests: County Administrator Teri O’Connor, Deputy County Administrator Chris Marion, County Engineer Mike Aravich, Publicity Consultant Muriel Smith, Stewart Fife and Glen Goebel of Library Interiors and Frank Gomes of Direct Flooring.

The meeting convened at 11:04 am.

Chairperson Renee Swartz opened the meeting of October 10, 2017 with the following statement: “The Library Commission has complied with the regular requirements of the Open Public Meetings Act by giving written notice to the Press and County Clerk’s Office and by posting on the Library web page the date, time, and place of the meeting.”

Everyone stood for the Pledge of Allegiance.

A Motion to approve the open public meeting minutes of September 12, 2017 was made by Nancy Grbelja and seconded by Peter Doyle. Approved unanimously.

A Motion to approve the closed executive session meeting minutes of September 12, 2017 was made by Frank Wells and seconded by Nancy Grbelja. Approved unanimously.

State and National Report
Renee Swartz stated that Freeholder Burry was absent, but would be apprised of what was discussed.

Renee Swartz stated that the money included in the New Jersey Construction Bond Act that passed in the assembly would be a part of the referendum and used to help with grants, construction, projects and resources.
Don Burden asked if the library should plan to release editorials in support of the bond. Renee responded that Muriel Smith had done an incredible job in giving the library a public face, and commended her for it. Renee asked Muriel to write an article about Ted Naronzanick and Jane Clayton in relation to Archives Day, which would be held at Headquarters on the following Saturday.

Don Burden stated that a more diverse crowd of attendees were coming to and exhibiting at Archives Day. He stated that it had been a challenge to bring in younger people, and that a Saturday in October may be too busy for some young people, with sports and club meetings to attend. He asked if, in the future, Archives Day could be moved to a different day, since more attendance by younger individuals could stimulate interest in the history of Monmouth County and the archives resources that the library boasts.

Grace Abramov stated that most schools unfortunately do not teach local history as a part of their courses. She suggested that the library reach out to put on a program in local schools in the area to promote Archives Day and the history of Monmouth County, as such a program could reach more children and generate interest in learning about the area where they live. She stated that residents of her own town aren't even aware that there is a local museum, and that getting into the school system would bring children in.

Renee Swartz stated that the 4th grade history curriculum in New Jersey includes a unit on New Jersey history. She suggested writing a letter to the superintendent of schools or the local Board of Education, and stated that a display during archives day may also be a good idea. She also stated that while the library houses the archives, the archives are still a separate entity from the library.

Grace Abramov suggested encouraging local schools to take class trips to the library and the archives. Renee Swartz responded that responsibility fell under the umbrella of the department of education, and that the departments of museums/libraries and the department of education were forced to remain separate because of funding.

Deputy County Administrator Chris Marion suggested partnering with local school districts and sending a marketing package to schools showing how it would benefit schools to get their students interested and involved with the library.
Renee Swartz stated that, as chair for the New Jersey Center for the Book, 8 prominent New Jersey authors had recently written chapters about the history of the state for a serialized project, and that the project had been extremely well received and introduced into the state’s 4th grade curriculum. She also stated there would be a sequel forthcoming this year. Last year, the serial encompassed literary landmarks of the state, and this year it would cover historical facts, bringing the state’s history to light.

**Headquarters Renovation**

Renee Swartz then turned the meeting over to Stewart Fife of Library Interiors. She thanked Nancy Grbelja, Don Burden, and alternate Frank Wells who had served as members of the sub-committee, as well as all of the board members who helped in the process to make the deadline for receive funding.

Stewart Fife introduced his company, Library Interiors. He stated that they give away design services for free, with the understanding that furniture, carpeting, and other elements would be purchased through their partners on state contract. Stewart submitted conceptual designs for his bid and handed them out, including a corresponding carpeting layout superimposed on the main layout. He stated that his process included introducing a conceptual design and then getting into the intricacies of the plan and seeking out staff input. He expected to have 3 or 4 monthly meetings in the next few months to get the design, flow and function down and ask staff for their input. He stated that all libraries are different and have different needs and functions, and that he wanted to hit the right spots to personalize the Monmouth County Library Headquarters for its specific uses. He stated that the jumping off point for the renovation was to utilize the available space better, that lots of the work would be in thinking about thinning out and moving collection areas. He stated that the building was beautiful, it just needed to be brought into the modern age with color, vibrancy, a new layout and furniture, and complete ADA compliance.

Renee Swartz stated that ADA compliance was a major issue, and that the library had lost out on hosting state meetings because they did not have the ADA compliance, even though the building is centrally located with transportation nearby.

County Administrator Teri O’Connor stated that the county has a standard ADA expert as a consultant, and suggested that Stewart speak to Mike Aravich.

Stewart Fife stated that the library is lacking in ways to get electricity to patrons. He stated that it would be important to utilize existing electrical and get it out through furniture and additional electrical access where needed. He emphasized that he would not be tearing down any walls, he would be creating an
interior design rather than architecture design—designing within the space already available to keep costs down. He suggested the removal of old-style computer carrels, as it afforded patrons too much internet privacy, and advocated an open landscape. While a round computer station would end an aisle all the way around to be ADA compliant, a rectangular station would allow for more defined walkways. He stated that the library was lacking collaborative work areas for groups, and that what would help would be the ability to pull up mobile furniture and reconfigure it slightly within a confined area. Stewart stated the importance of color and vibrancy in the library, in order to spruce it up and breathe new life into it—no more beige! Beige is too institutional. The Headquarters building needs to reflect that it is the main hub of the county library system, which could be achieved through sleek, modern and flexible designs that can be tweaked but remain timeless, so there would be no need for complete overhaul later on.

Renee Swartz stated that the last renovation to the Monmouth County Library Headquarters had been in 1988. Stewart Fife responded that a lot had changed since that last renovation. He introduced the need for different seating options, such as lounge chairs with tablet arms. He advocated for single seating lounge chairs instead of sofas. Grace Abramov added that sofas typically become single seating as well, as people don’t typically sit together if they do not know each other. Stewart stated that this principle was the same with tables—if one person were to sit at a large table, it would become a one-person table, as people tended not to sit together, making it a waste of space. Smaller, separate tables would provide more opportunities. Stewart also suggested inductive furniture, which includes a tabletop grid to charge electronics, and reconfigurable furniture, through which electricity can be sent via magnets with one anchor piece plugged into an electric socket. These could be reconfigured to freshen up the library with no cost or tools needed. Stewart suggested new displays to promote new materials for the “grab and go” crowd that comes in quickly for brand new books and DVDs, and that all displays need not be linear. Curved or zig-zag displays could add interest to a space and make it more browsable, as could mobile displays. The front of the library could be an ever changing array of displays—new materials, holiday displays, etc., which again could be changed and refreshed at no cost.

Stewart Fife stated that the periodicals collection is typically ignored in most libraries, a problem that could be fixed through merchandising. Most patrons are not aware that periodical shelves lift, and that older issues are contained behind the most recent one. He suggested a new style of box that would hold up to 2 years of magazines, would sit on an 8 inch shelf, and could be moved if necessary. These boxes would merchandise each cover—when the first magazine is taken, the next takes its place and can be seen by patrons, unlike the current system. He stated that this system increased the circulation of back issues,
and that as periodicals became digitized, the boxes could be removed allowing the shelves to be used for something else.

Stewart Fife suggested new end shelf panels and a change in positioning could spruce up the stacks at a low cost, as the stacks themselves are in fine shape. New functions could also be added to these end panels, such as electronic OPAC where electric is already connected, or a power pole could be used to bring electricity through the stacks. This would make the OPAC readily available so there would be no need for patrons to go all the way back to a computer to check the records. When not being used for OPAC, the electronic board could be used to advertise programs.

Stewart Fife suggested moving the YA area from the far corner of the library to the space between the Reference and Circulation desks so that staff could keep an eye on teens. He suggested enclosing the area with glass to give teens a feeling of privacy and to keep noise levels down, so that teens could make noise in their space but not bother other patrons with noise. He suggested that fun furniture, colors, zig-zag shelving, gaming areas and booth seating would make the area clearly marked as a teen area even without signage, and that the YA room could be used by any patrons, but should be set aside for teens after school to encourage more to use the library. Grace Abramov asked if the glass in the YA area would go all the way up to the ceiling. Stewart replied that he would like it to be, so as to minimize noise, but if it was necessary they could leave an open margin around the top.

Stewart Fife suggested different displays for the DVDs. He stated a desire to get rid of the wire racks which are unsafe and take up too much room. They are also too tall to provide sight lines and that shelves should be at average height. He stated that DVDs would eventually become digitized, and suggested utilizing shelving that could later be used for books. Stewart wants to move DVDs out of the DVD room and make that space into a periodical reading room and quiet study area. Outer stacks could be pushed back, placing DVDs in front. He suggested an area for brand new displays that was bigger, broader, and had more flexibility to change the layout. He stated that the children's area was nice and large, but should be shifted so that the younger children's books are at the center and the older children's books are at the outskirts. He suggested colorful accent pieces, play learning spaces, crawl through areas, benches to sit on, and fun end panels. He also suggested a laptop area. For the meeting rooms, Stewart Fife suggested flip top tables and stacking chairs, with one technology room with one plug in the floor that could send electricity to the entire row.
Renee Swartz asked for the approximate timeframe in which these ideas could be implemented. Stewart Fife replied that they could begin to schedule monthly meetings now with a core subcommittee group. He suggested four meetings- November, December, January and February- in which they would plan, seek out staff input and provide quotes for purchasing. He stated that there would be a 60-90 day delivery period for furniture, and suggested staggering the delivery and installation periods so that one area could be closed for renovations at a time, rather than closing the entire library.

Renee Swartz asked if June would be a fair estimate for installation to begin. Stewart Fife replied that installation could feasibly begin in June if orders were placed by February. Chris Marion asked for an outline of dates so that the project could have a timeframe. Stewart replied that after one or two meetings that could be provided. Chris Marion asked for a timeline of the meetings. Renee Swartz stated that the meetings should begin as soon as possible as she would like to see the project well underway by June, hopefully concluding in the Fall. She stated that she would like to get right down to decision making. Stewart stated that the concept plan gave a great starting point, and that early decisions had influenced the plan but that there may still be things that needed to be tweaked. Renee stated that it had been and would continue to be a team effort of the board and that if all were readily available and had an open dialogue they could be ready to move forward without too much stress.

Stewart Fife said it was important to take potential staff issues into account, as, in his experience, there would always be a group that wants to move forward while other staff members are resistant. Renee stated that she would like to start immediately, and that she was pleased that the board had been so unanimously involved.

Stewart Fife shared that he was glad to have Deputy Chris Marion involved. Peter Doyle asked if Mike Aravich would be involved in the meetings while Chris Marion would be the county representative. Chris Marion responded affirmatively.

Renee Swartz thanked everyone for coming and shared that she looked forward to the project. She invited County Administrator Teri O’Connor to speak.

Teri O’Connor stated that the Request For Quotation was issued for the renovations for restrooms on the Headquarters upper floor, had come back, was being reviewed, and was expected to be awarded on December 17th. She stated that there were punch lists for fixing the parking lots and sidewalks, and that engineering would meet with them once per month. She stated that the contractor was aware that ten
months was too long of a time to wait, and that the paving would happen- it had been supposed to happen the past weekend and could not because of unforeseen weather, but would be completed as soon as possible. She stated that recruitment efforts were ongoing to fill vacancies, and that 12 interviews had yielded 4 offers to candidates.

Don Burden asked for an update on the canopy plans for Eastern Branch. Teri O’Connor responded that the canopy would be part of the capital plan at Eastern Branch, and that nothing has been worked on at the moment. Judi Tolchin stated that Buildings and Grounds staff were looking into a tin canopy, Nancy Grbelja said a tin canopy was not acceptable. Renee Swartz stated that the canopy had been a question for a long time and would need to be put into the capital program. Nancy stated that it had been part of the April 28th request but had not been approved to go out for bond. Renee stated that it was not part of the $1.9 million awarded to Headquarters for renovations. Teri stated that projects for the 2017 capital were done in June. From now on, these funds would be available in March rather than in August. Nancy stated that, they had put in a capital plan for the Eastern Branch canopy, indoor book drop, staircase, signs, along with the Headquarters renovation, and that it had been added for this year’s capital project on March 16th, 2017.

Teri stated that she would bring the 2017 capital budget to the next meeting. Don Burden stated that not having a canopy at the Eastern Branch was dangerous, and that if an accident were to happen, the county could be sued. Nancy stated that the entrance could ice over in the winter causing someone to break a leg. Teri O’Connor stated that the canopy was not in process when the capital budget began but that she would find out the status. Nancy stated that she hoped it did not fall through a crack.

Renee Swartz thanked all guests for attending.

The Commission adjourned to Executive Session at 12:02 am

The Commission resumed the regular session at 12:44 pm.

Renee Swartz stated that Buildings and Grounds and the Master Gardeners had done a beautiful job with the flowers and fall decor. Judi Tolchin stated that the Master Gardeners had also come up with a plan for the garden areas at Headquarters, and that Buildings and Grounds would follow through on those plans. Renee suggested sending a letter to them to show appreciation for all of their hard work.
Financial Report

September Financials—Budget, Reserve Budget, Grant Budgets, Check Writing
$506,341.67 Spent in September in Salary and wages;
$2,926,230.60 Spent in September in Other Expenses.
For a monthly total of $3,432,572.27 in September

Year to date total expended $8,986,092.74 with an additional $87,783.08 encumbered for a total of $9,060,467.08 charged year to date.

$1,528,477.48 remains unexpended in the reserve budget. That amount will be transferred to the fund balance unless there are additional unexpected 2016 expenses processed from now until December 31, 2017.

The financial report also included charges posted to the grant budgets.

Judi Tolchin submitted the financial reports into the meeting record to the commission for their approval, and stated that also included is this month’s report was library revenue from New Jersey Per Capita State Library Aid in the amount of $72,606

Motion to Approve the September Financial Report as stated was made by Don Burden and seconded by Peter Doyle. Approved unanimously.

Judi submitted a voucher for $10,206 for preapproved CDW Technology Equipment purchases for approval.

Motion to Approve the CDW Voucher in the amount of $10,206 was made by Nancy Grbelja and seconded by Don Burden. Approved unanimously.

Renee Swartz asked if all of the money that needed to be spent in 2017 would be spent, or if there would be money left over. Judi replied that some money would be left over as there were more positions that needed to be filled, and that some people have left employment with the library. Renee shared her concerns that the money not spent on personnel would disappear, and suggested that vacancies be filled immediately. Renee asked how many vacancies remained and how many people had been hired. Judi responded that 19 vacancies remained, that 4 people had been hired but additional individuals had left
employment. Heidi stated that, in her department of 10 people, 2 individuals had already left and 2 would be leaving by the end of the year. Renee asked why only 4 people had been hired. Heidi Amici answered that many applicants only wanted to work at one branch, had inflexible schedules, didn't possess the necessary computer qualifications, or had just come in to hear about the options and were no longer interested in employment. Renee asked if candidates had been rejected or had come to an agreeable situation. Judi stated that they did not find qualified candidates. She stated that over 50 applications had been reviewed in October alone, but the positions require a lot of flexibility which is necessary to keep the library system operating. She stated that some applicants did not want to travel to other branches, and that travel is always taken into consideration when hiring candidates but that the system is very large, with 13 branches and 14 members, and often travel is necessary.

Don Burden asked if other local libraries could advertise for the vacancies. Judi stated that may not be a good idea, but advertising at New Jersey Library Association, library organizations, Brookdale Community College, and through Comcast Newsmakers, for which she had participated in an interview, were all being utilized to share that positions and opportunities are available. Peter Doyle asked if the library school at Rutgers had been informed of the search for applicants, to which Judi replied that most of the open positions were library assistants rather than librarians. Nancy Grbelja stated that most people who had been pursuing library degrees previously were instead choosing Information Technology. Peter stated that branch libraries should advertise that the library is hiring, and Judi replied that all branches are advertising. Grace Abramov stated that the major drawback was travel. Peter asked what the pay range for Library Assistant was. Judi replied that it started at $13.53/hour. Peter asked if that included benefits, and Judi replied that it did for full-time positions. Renee asked what we could do about this problem, as she was worried about losing leftover funds. She reminded the commission that $1,000,000 had been left over last year, and shared her concerns that the county may look at the history of leftover funds, decide that it is unnecessary and take it back if it is not spent. Renee asked if someone could be a library assistant and also do another job, for example assisting Donna Mansfield with programming. Judi replied that there are library assistants supporting that department. She stated that library associate positions are given to people who are either currently pursuing MLIS degrees or who already have their degree, and that temporary employees may only stay on for six months. Peter asked if all 19 positions were for library assistants. Judi replied that some were librarian positions, and that there were candidates applying for those internally. Renee asked when the internal candidates would be moved into librarian positions, and, since they would then leave a position empty, which position would be better to leave empty. Judi replied that the system currently had enough librarians, and that library assistants were more necessary to obtain at present. She stated that resources would need to be shifted to the expanding branches, such as Holmdel
and Oceanport. Judi stated that Teri O'Connor had said that there were no plans to eliminate positions that had been vacated within the last year, only positions that had not been filled for a long period of time, and that the oldest positions were always filled first. Renee asked if it was possible to put into the 2018 budget that the empty positions were to be filled. Judi replied that she did, and that they were all accounted for in the budget as positions planned to be filled in the first quarter of 2018.

Grace asked if the positions to be filled were full or part time, and which was more necessary to be filled soon. Judi replied that there were a mix of both, and that full time positions were usually filled first as they were more desirable. Renee suggested an open house at Eastern Branch and Headquarters to advertise for people interested in a library position. Judi said that it could be done. Renee stated that it should be done at the most convenient time, when the library was busiest, and that it should be put in the paper. Muriel Smith asked if every library assistant had to be a floater, or if someone could stay in one branch, as it seemed like some people simply don't want to travel. She suggested hiring some people that were willing to float and some that could stay at a certain branch. Heidi stated that, for example, if someone was out long term, a floater may stay in that position for a short time but it cannot be guaranteed long term. Muriel asked how many openings were for library assistants and Judi replied that 12 were. Muriel asked if all had to be floating and Judi stated that the library cannot commit to having one person at a permanent location. Renee suggested using substitutes. Heidi stated that the library used the substitute teacher model. Muriel asked why the library would have this problem when schools would not. Judi replied that the new applicants would be those substitutes. Judi stated that it is a difficult time to recruit as there is a lot of competition for entry level jobs.

Grace suggested hiring seniors in high school for a half day vocational school program. Nancy agreed that a work-study program could be created. Judi replied that weekends and evenings were necessary for the job but stated that she had not reached out to the school system. Renee stated that the best school to reach out to would be Brookdale, to expose students to the opportunities at the library. Renee stated that the career fairs and open houses at Headquarters and Eastern Branch should take place in the beginning of November and that someone should arrange a meeting between the president of Brookdale, Freeholder Director Lillian Burry and Renee herself. Peter and Don agreed that they would attend. Muriel asked if the creation of such a program would be up to the president or the Board of Education. Peter replied that the president would implement it but it would have to be cleared by the Board of Education and the Board of Chosen Freeholders. Renee suggested setting up a meeting within the next month. She asked if college students could work during their intercession period from December to mid-January. Judi replied that long-term help was needed rather than short-term. Renee stated that it was vital to get the word out and
put a story into the paper. Muriel asked if Judi had asked potential candidates who had refused the offer why they had not taken it. Judi replied that most qualified candidates had accepted the jobs. Heidi stated that interviews had been going on every day. Renee suggested an intern project with Brookdale, Rowan, Georgian Court or other local colleges. Judi replied that temporary help is not what they are looking for. Renee stated that the positions should be filled regardless so that the budget shows the position as being filled. Nancy agreed.

Judi Tolchin shared that a printer had been purchased in extension for copying, and that the Art Department printer could no longer be serviced as the company Ricoh had declined the bid to service the machine. She stated that they were looking to move forward with a new one, whether it be purchased or leased. Renee Swartz asked how much this would cost, to which Judi replied that, while the last printer had cost about $125,000, a new one would likely not exceed $55,000. Don Burden asked if this was a necessary purchase. Judi replied that, without the art department printing, there would be no flyers. She stated that she was disappointed that Ricoh had waited until October to share that they would no longer be servicing the printer. Nancy Grbelja asked if the library had ever leased equipment before, to which Judi replied that they usually did not. Nancy shared that, when her company had leased a printer, they had been forced to pay by number of copies which may not have been cost-effective. Heidi Amici stated that she would be interested in hearing about Nancy’s experience with leasing printing equipment. Don stated that, with the speed at which technology is moving, leasing may be a good option, and that typically when there was a maintenance issue with a leased piece of equipment, maintenance came to fix it right away. Judi stated that, with a five-year lease, they would wind up paying for the full machine anyway, and that it typically cost more to lease something than to buy it. Peter Doyle agreed with Don Burden that technology was moving fast and that leasing may be the best option. Renee Swartz asked if the leasing option had been explored, to which Judi replied that it had not yet been explored, as they had only found out that Ricoh had declined the bid within the past week. Renee stated that they would return to the issue next month when all avenues had been explored. Grace Abramov suggested that purchasing must include a separate repair agreement.

Judi Tolchin stated that the five year contract for the SIRSI system was going to expire, and that the question of how long to renew for had come up. Purchasing indicated a 2 year contract with a two year renewal. Heidi Amici stated that she would ask about the pricing for two year contract, but that a 5 or 7 year contract would be much more desirable, as it could save the library around $100,000 in the long run. Renee Swartz stated that they should wait until the next month so that they could study the options comparatively and make an informed decision.
Judi Tolchin requested to change one Library Assistant Position (FT) to Exhibit Artist (Financial impact is $4,619).

A Motion to Approve a change in the Table of Organization from Library Assistant Full Time to Exhibit Artist Full Time was made by Nancy Grbelja and seconded by Grace Abramov. Approved unanimously.

**Director’s Report**

Judi Tolchin stated that the ribbon-cutting event for the new location of the Holmdel library in the Bell Works building had been slated for November 1st, though the library would likely not be operational at that time. Don Burden asked if the commission had been invited, and Judi replied that she had not yet received invitations. Renee Swartz stated that they will attend.

Judi Tolchin asked if the Commission would once again like to send cookie trays to member libraries for the holiday season. Renee Swartz agreed that they should be sent. Renee also stated that the Master Gardeners had been given a $500 stipend, and that the idea had been brought up to raise that to $1,000, but that $1,500 would be better. She also stated that the Master Gardeners should be invited to the December meeting, and that she would bring the idea up next month. Grace Abramov asked where the funding for the Master Gardeners came from, to which Don Burden replied that a small budget is given to them from the library. Grace stated that they often pay for the remainder out of their own pockets. Renee stated that their hard work was making a great difference and that they should be given more money to work with so they need not pay out of pocket.

Judi Tolchin shared that the Tinton Falls library has continued their closure due to mold and the concerns that it has raised about the building. Patrons have been invited to utilize the Eastern Branch Library. Judi shared that this has really shown the beauty of the county library system, in that other branches can provide backup and support.

Judi Tolchin shared that the library planned to give a recognition citation to Freeholder Director Lillian Burry. Peter Doyle agreed that Freeholder Director Burry had done a lot for the library as liaison and deserves recognition for her hard work. Renee Swartz stated that she had anticipated that they would present an award to Freeholder Director Burry at this meeting, but she could not attend. Grace Abramov shared that Freeholder Director Burry would be at an event the following day if they wanted to award it to
her then. Renee suggested that they give her the award at Archives Day, unless that would be inappropriate. Judi stated that she believed that it was not an appropriate time as the Archives are housed at the library but not a part of the library. Nancy Grbelja asked for the date of the next Freeholder meeting, and suggested that it be presented then. Muriel Smith stated that presenting an award to a single Freeholder at the Freeholder meeting would not be appropriate, and suggested that Freeholder Director Burry be invited to an event just for herself, Renee and Judi. Renee shared that she would do something within the next week. Muriel asked to be kept informed. Renee Swartz stated that she was invited to welcome patrons to Archives Day on Saturday, October 14th.

Renee stated that she felt it important for the library to have 3 large programs each year. Last fall, they had invited the New Jersey Olympians to attend an event that had brought in a great turnout, and she hoped that this year’s event would be just as big. Judi Tolchin shared that the library had planned a large Jane Austen event, as this year would be the 200th anniversary of her death. Renee stated that Tim McLoone and The Shirleys would be performing at an event on October 22nd, and asked why they would not be a part of the Jane Austen event. Judi stated that there were no parallels to be drawn between Tim McLoone and Jane Austen, and that the Tim McLoone concert was a separate event sponsored by the Friends of the Library. She also stated that there would be a performance at the Jane Austen event—a live radio play of Pride & Prejudice, as well as a talk and book signing by Deborah Yaffe author of Among the Janeites. Renee stated that she had hoped that the Jane Austen Society would be involved, and asked Judi if she had contacted Connie Paul. Judi replied that she had. Renee asked if the Jane Austen Club of New Jersey had been asked to participate. [They are participating.]

Renee maintained that the program might not be enough to qualify as one of the three large programs per year that the library had committed to, and that the Olympian program had drawn 700 attendees and had everyone involved. Grace Abramov asked if the performance would be the main focus of the event, to which Judi replied that the performance and the book talk/signing would be combined as the main focus. Grace stated that the speaker would begin at 2 PM, with the performance beginning at 3 PM, and asked how long the performance would take. Judi replied that it would take 45 minutes to an hour. Renee asked if Deborah Yaffe was a prominent author, and Judi replied that she was a part of the Central Jersey Jane Austen Society. Renee asked if the performers would be in costume, and Grace replied that they would be in period dress. Renee stated that Tim McLoone would be performing at a Christmas event at the library. Judi stated that the Jane Austen event would have the play rather than a band, and that a music event was planned for Tuesday, November 14th.
Renee maintained that music was necessary to get people out for an event, and that if this event did not draw a large enough crowd, the library would need one more to meet its quota. Don Burden asked if the library had considered engaging military bands for programs. Judi responded that military bands have a very full schedule, and can only be booked for the rare instances when they are available. Don suggested to work around the bands' schedules and book them for events. Renee stated that while Jane Austen is extremely popular it may not bring in the same amount of people as the Olympian program. Judi replied that there are two completely different audiences, and that the Jane Austen audience is more scholarly. Don asked if the Shrewsbury Corral had ever done a concert in the library. Judi stated that she was unsure. Renee stated that it may be a good idea for a holiday program. Don asked if the library had hosted any “Live from the Metropolitan Opera” events, to which Judi replied that they had done so a few times. Judi stated that she would check with Donna Mansfield.

Judi Tolchin stated that she would bring the budget to discuss at the next meeting.

Renee Swartz thanked Muriel Smith for her publicity and also thanked the board for their work towards the renovation, and stated that she hoped to have everything solved by the November meeting, and that she looked forward to seeing everyone at Archives Day at 10 AM on Saturday.

Judi Tolchin stated that the next 2 meetings would occur on Tuesday, November 14th at 11 AM at Eastern Branch, and Tuesday, December 5th at 11 AM at Headquarters. Don Burden stated that he would not be present at the November meeting.

A Motion to close the meeting was made by Nancy Grbelja and seconded by Don Burden. Approved unanimously.

The meeting adjourned at 1:42 PM

Respectfully submitted,
Laura Cunningham