

Friends of the Bernardsville Public Library, Inc.
Annual Organizational Meeting Minutes
November 19, 2008

President Tom Shea called the Annual Meeting to order at 7:05 PM. Those in attendance were Mark Aronson, Karen Brodsky, John Deibert, Georgiana Depew, Barbara Duffy, Rick Gallo, Barbara Hyzer, Jos Kadam, Donald Kerdman, guest-Jane Kerdman, Harold Kuskin, Fran Matson, Theo Mulgrum, Janet George Murnick, Kathy Redling, Maureen Robinson, and Rita Stein.

Approval of Minutes- Theo Mulgrum made a motion to accept the minutes of the September 17, 2008 meeting as submitted. Rita Stein seconded the motion and the minutes were approved.

President's Remarks- President Shea provided a written statement presented at the Annual Meeting. In summarizing his remarks, President Shea stated that he was pleased with the fundraising efforts so far. This is particularly important, considering the financial state of the economy at this time. He highlighted the multi-prong approach to fundraising by addressing out Annual Campaign, the Bricks Project (which at this time has raised \$11,000), the Ghosting Bags and the Silhouettes Projects which raised a combined \$1500 which have specifically been designated for Children's Programs). At this time, the FBL is at about 60% of our targeted goal. The Bricks Campaign will be continuing through next year. President Shea stated that the FBPL does its fundraising before we do any of our projected spending.

President Shea also gave kudos to Karen Brodsky and her staff for the fabulous job everyone has done on behalf of the Library. These combined efforts have contributed to our library being ranked # 2 in the State and # 1 among libraries in towns with similar size populations.

President Shea stated that the Ad Hoc Committee has been working with Karen on evaluating several small capital improvement projects. These will be addressed as the year progresses.

President Shea stated that each board member would be getting a manual with key FBPL documents and policies for information purposes. This will be helpful in orienting new board members. John Deibert suggested that each Committee Chair should provide information about their respective area. Mark Aronson asked whether it was necessary for each FBPL member to have a hard copy of this manual and if it was possible to instead have electronic copies available. Harold Kuskin asked whether the manual would also explain the relationship between the FBPL funding and the Borough funding. Maureen Robinson asked if it would be helpful to look at other library manuals and see how they are set up. Rita Stein added that she thought this was an excellent idea this would help all new members learn about the workings of the FBPL. President Shea

stated that we need to research and establish a records retention schedule so that the FBPL knows how long they should keep records.

Additionally, the FBPL plans on locating FBPL records that are scattered in various locations around the library and the Borough. He would like to have one central location for all hard copies of FBPL meeting minutes, documents and other important paperwork. Kathy Redling stated that she would work to track down old files and records of the FBPL.

President Shea closed his statements by thanking Fran Matson and Nancy Pierson whose terms ended tonight for serving on the FBPL. He also thanked Loretta Mascara and Maud Theibaud, who left earlier in the year for their involvement on the FBPL.

Correspondence- Rita Stein stated that there was no correspondence to report on.

Director's Report - (Director's report already sent and discussed at the organizational meeting)

Treasurer's Report - Jackie Somers stated that the FBPL now has a balance sheet that is completed up through 11/1/08. Everything is balanced correctly. We recently paid to join the NJ Library Association. Mark Aronson asked if the liability insurance is yearly and Jackie stated that we have locked in rates for a three-year period. This is a \$1,000,000 coverage policy.

A question came up regarding the life insurance policy that the library holds. President Shea explained that a while back, a couple took out a policy with the library as beneficiary. They paid the premium for 10 years and now, no longer will be paying it. The FBPL is considering cashing in the policy at this time.

Committee Reports

Finance: John Deibert stated that the FBPL 2009 budget has an "09" adjusted column. We anticipate bringing in about \$35,000. If the FBPL earns more, we can adjust this column upwards. In January, we can see what monies have come in and make adjustments either up or down as needed. John also stated that the FBPL works in conjunction with the Library Board in terms of funding needs. The Borough pays for the operating expenses of the library, whereas the FBPL pays for all of the books, programs, and additional extras not covered.

Nominating: Theo Mulgrum stated that Mark Aronson had joined the FBPL when Maud Theibaud had resigned last year. He is now nominated for the FBPL. She also nominated Rick Gallo and Donald Kerdman to join the FBPL. Maureen

Robinson made a motion for all three individuals to join the FBPL. John Deibert seconded the motion. The motion carried unanimously.

Construction Task Force: (discussed in President's remarks)

Volunteers: Fran Matson stated that she would coordinate the cookie donations for the Volunteer Gift Bags as well as collecting for the upcoming Madrigal Concert on December 15th. She would be working with new Volunteer Chair Georgiana Depew on this activity as well as helping her with the Volunteer Luncheon.

New Business: none

Maureen Robinson made the motion to adjourn and Mark Aronson seconded it. Meeting Adjourned at 7:52 pm.

Respectfully Submitted
Fran Matson