

**Minutes of Board of Trustees Meeting
Bernardsville Public Library
January 15, 2008**

Attendance: Stephanie Wallace, President; Donald Burset, Russ Giglio, Jim Kellett, John McCrossan; Lucy Orfan, Maribeth Southworth and Terry Thompson. Peter Miller was absent. Karen Brodsky, Executive Director, Bernardsville Public Library was also present.

Stephanie Wallace called the Board of Trustees (“Board”) meeting to order at 5:30 p.m. and read the Open Meeting Notice. She welcomed Maribeth Southworth to the Board; Ms. Southworth was appointed to a full term on the Board at the Reorganization Meeting of the Borough Council on January 7, 2008, replacing Dennis Reznick, whose business commitments made him unable to serve another term.

Public Participation: None.

Minutes: Mr. Burset moved approval of the minutes of the meeting of December 18; Mr. Kellett seconded the motion, which carried.

Director’s Report: Karen Brodsky presented additions to her report, as follows:

- The proposed editorial change to the Personnel Policy Manual was approved.
- The new online resource, *Foundation Directory Online*, has a licensing issue that is making patron access difficult, but the problem will be solved promptly.
- The electrical circuit problem: Board members found this puzzling but were pleased that a temporary solution appeared available.
- The Board thanked both the Outreach Commission of the Church of St. John on the Mountain and Michael Casey, for giving and procuring additional funding for the SHELLS program in the amount of \$3,000. The funds will be used for “literacy on the go” kits.
- Mrs. Wallace moved that the 8 computers listed in the Director’s Report are no longer needed for public service. Mr. Burset seconded the motion, which carried.
- After discussion, the sense of the Board was to allow the library to participate in the NJLA’s postcard solicitation of support for continuing mandatory library financial support by putting out a supply of the postcards for patron completion. No motion was made and no vote was taken.
- Ms. Thompson moved the resolutions authorizing non-fair and open contracts for books, maintenance for the Integrated Library Computer System, and janitorial and facility maintenance services. Mr. Kellett seconded the motion, which carried.

Treasurer’s Report: Mr. Kellett presented the Treasurer’s Report including the financial statements and the bills, thanking the Friends of the Library for their continuing generosity and noting that there was an actual surplus of \$8,837.48. Mr. Kellett moved to move the actual surplus to the available reserve account; Mr. Burset seconded the motion, which carried. Mrs. Wallace moved to pay the new bills received from January 1-15, 2008, to ratify the payment of bills received and paid from December 19-31, 2007, and to accept the Treasurer’s Report. Ms. Thompson seconded the motion, which carried by unanimous roll call vote.

Committee Reports:

Finance, Personnel and Long-Range Planning: no reports.

Policy: Mmes. Orfan and Thompson presented the revised “Wall of Honor” gift recognition concept (a framed plaque with computer-created calligraphy, easily and inexpensively amended. Ms. Brodsky had created a mockup for the Board to see. Mrs. Orfan moved that the Board accept the revised approach; Ms. Thompson seconded the motion, which carried. They also presented the revised draft of the Public Communications Policy. Mr. Buset moved that the Board approve the revised policy; Mr. Kellett seconded the motion, which carried.

Nominating: Mrs. Orfan presented the following slate of proposed officers for 2008:

President:	Stephanie Wallace
Vice President:	Donald Buset
Secretary:	Terry Thompson
Treasurer:	James Kellett

No additional nominations were made, and Mrs. Orfan moved that the Secretary be directed to cast a unanimous ballot for the slate. Mr. Giglio seconded the motion, which carried.

Communications: None.

Old Business: Lighting capital request: John McDowell has asked for another copy of the specifications and proposal from the library’s lighting consultant, which has been provided. Mr. McCrossan will meet with Ralph Maresca on this.¹ Mr. McCrossan has also had a conversation with Tom Voss about the possibility of solar panels; that study will be driven by Mayor Honecker. Ms. Thompson raised the issue of saving emails to and among board members and the Director as documents subject to open records requests; Ms. Brodsky will look into this.

New Business: Mrs. Wallace appointed the following standing committees of the Board, with herself and Ms. Brodsky as ex-officio members of all committees:

Finance:	Jim Kellett, Chair; Russ Giglio
Long-Range Planning:	Donald Buset, Chair; Jim Kellett, Terry Thompson
Personnel:	John McCrossan, Pete Miller, Maribeth Southworth
Policy:	Lucy Orfan, Terry Thompson

Ms. Thompson moved to appoint Library Executive Director Karen Brodsky as the library’s purchasing agent for expenditures under \$17,500. Mrs. Wallace seconded the motion, which carried.

Executive Session: None

At 6:40 pm, Mr. Buset moved to adjourn the meeting; Mr. Giglio seconded the motion, which carried.

Respectfully submitted,
Terry Thompson, Secretary

¹ Library volunteer Donald Knudsen raised the issue of the abominable lighting in the library wings at the Borough Council meeting on January 28 and inquired into the progress of the capital request. Mayor Honecker described a request, to be spearheaded by himself and Tom Voss from the Environmental Commission, for a state energy and lighting audit from the BPU with the prospect of grants or other assistance. His statement made it clear that there will be no action on the library lighting for a long time. TT
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