

**Minutes of Board of Trustees Meeting
Bernardsville Public Library
February 19, 2008**

Attendance: Stephanie Wallace, President; Donald Burset, Russ Giglio, Jim Kellett, Lucy Orfan and Terry Thompson. John McCrossan, Peter Miller and Maribeth Southworth were absent. Tom Shea, President of the Friends of the Bernardsville Public Library (“Friends”); Marilyn Dee and Zina Hefti, from the Bernardsville Garden Club; and Karen Brodsky, Executive Director, Bernardsville Public Library, were also present.

Stephanie Wallace called the Board of Trustees (“Board”) meeting to order at 5:30 p.m. and read the Open Meeting Notice.

Public Participation: Mmes. Dee and Hefti described an environmentally-friendly plan for redesign of the garden area facing the parking lot that uses native plants and would attract butterflies and other insects. Greg Bataille, a certified landscape architect, prepared the plan for the Garden Club; he also designed the railroad station landscaping that was installed in 1992 but has since been replaced. The Board expressed its deep appreciation for the Garden Club’s continued involvement in keeping the library grounds beautiful and useful. Mrs. Orfan moved a resolution in support of the Garden Club’s proposal; Mr. Burset seconded the motion, which carried.

Mr. Shea said that the Friends had reorganized its board and that committees were looking at new initiatives. He will not be at the March Board meeting, but Maureen Robinson, Vice President of the Friends, will try to attend.

Minutes: Mr. Kellett moved approval of the minutes of the meeting of January 15 as amended; Ms. Thompson seconded the motion, which carried.

Director’s Report: Karen Brodsky presented a few points from her report, as follows¹:

- Use is slightly down for the month.
- Annette Manthey’s 15th anniversary will be celebrated when she is at work and Stephanie Wallace is available to make the presentation.
- The Board was happy to have the library participate in Lisa Howard’s “Choose a Charity” program. Local merchants will donate 5% of a purchase to a charity of the patron’s choice, through a web site that Lisa has set up and maintains
- The annual Friends Volunteer Luncheon is scheduled for May 8, 2008.
- Ms. Brodsky provided some definitional information on the fuse problem discussed last month.
- Ms. Brodsky asked for comments on the draft Annual Report, and received some minor input.
- According to Joe Rossi, the roofing problems may be worse than reported; the flashing may be rusting out. There have been further problems since the ice storm.
- The Polaris 3.3 upgrade has caused long hours of staff work and other problems.
- The gift waiver issue was referred to the Policy Committee.

¹ The February report was particularly important in addition to being as informative as usual, and should be read with great care and interest, in the opinion of the Board’s secretary.

- In connection with our Unattended Children policy, Ms. Brodsky will write to Chief Valentine asking him to put his position regarding police assistance in the event of unattended children in the library in writing. The Board will then consider what, if any, additional steps to take.
- Mrs. Wallace moved that the Board resolve to support and promote the Bernardsville Green Initiative as described in Appendix D to the February Board package. Mr. Kellett seconded the motion, which carried.

Treasurer's Report: Mr. Kellett presented the Treasurer's Report including the revised statement of accounts. Mr. Giglio moved to accept the Treasurer's Report and the revised statement of accounts; Mrs. Wallace seconded the motion, which carried. Ms. Thompson moved to pay the new bills received from February 1-19, 2008 and to ratify the payment of bills received and paid from January 16-31, 2008. Mr. Giglio seconded the motion, which carried by unanimous roll call vote.

Committee Reports:

Finance: Mr. Kellett presented the revised 2008 operating budget. After discussion, the Policy Committee was asked to look at increasing income from the use of the Community Room. Mr. Giglio moved to accept the revised budget; Mrs. Orfan seconded the motion, which carried.

Policy and Personnel: no reports. Both committees will try to meet before the next Board meeting.

Long-Range Planning: Mr. Burset presented the Long Range Plan as revised through February 19. Mr. Burset moved that the Board accept the Long Range Plan; Mr. Kellett seconded the motion, which carried.

Communications: There will be a press conference at the library at 3:30 on Thursday, February 21; the State Librarian will present a prize to Bernardsville library user Courtney Wu, who won the State Library's comic contest for teens. Board members are invited to attend.

Old Business: There is no news on either the lighting capital request or the solar heating proposal, which may have to await a state energy audit. With respect to email documentation retention, Ms. Brodsky believes that she retains all emails except for those that she does not receive because they relate to her, for example, messages among Personnel Committee members about her performance review. The Board decided that the Personnel Committee chair, currently Mrs. Wallace, would be responsible for retaining any such emails.

New Business: Mrs. Wallace suggested that the Board invite Dennis Reznick to join us at The Station after the next Board meeting, to thank him for his service and present him with his plaque.

Executive Session: None

At 7:10 pm, Mr. Giglio moved to adjourn the meeting; Mr. Kellett seconded the motion, which carried.

Respectfully submitted,

Terry Thompson, Secretary