

Friends of the Bernardsville Public Library, Inc.
Board of Directors Meeting
Minutes for May 19, 2010

John Deibert introduced Michaelae Casey, Youth Services Coordinator, and the Above and Beyond Awards for the Library's Youth Volunteers. Michaelae Casey noted that the 45 Student volunteers being recognized had worked 1,137 hours in total during the 2009-10 year. She was very impressed and thankful with the increase from 567 hours the previous year. Students present came forward individually for certificates and many gift certificates donated by the Friends of the Bernardsville Library.

The business portion of the Meeting was called to order at 7:24 PM by President John Deibert. Those in attendance were Mark Aronson, Karen Brodsky, John Deibert, Georgiana Depew, Doug Doremus, Barbara Duffy, Elizabeth Faulkner, Rick Gallo, Barbara Hyzer, Jos Kadam, Roni Larini, Kathy Redling, Tom Shea, Jackie Somers, Rita Stein and guest-Caroline Browne.

President's Remarks –

John Deibert indicated that he and Roni Larini had attended the Library Board of Trustees meeting. The Library's expected budget from the Borough of Bernardsville was discussed for 2011 as well as the gap anticipated for 2012 when the Library may be under funded for Salaries and other Core services.

Correspondence- none per Rita Stein, however, Karen Brodsky happily shared a letter from a happy and thankful patron.

Treasurer's Report-

Jackie Somers noted that the CPA Firm completed the 990 Tax Filing before the 5/15/2010 deadline. Jackie then shared an overview of the Compilation that Wasilewski and Keating, CPA prepare. It suggested that the Friends organization separate Restricted Funds from Unrestricted Funds and reinvest all Restricted Funds interest into the Unrestricted Funds to ensure accounting accuracy. Jackie confirmed that the Restricted Funds (Blumenshine donations) were held in 2 Accounts at Fidelity Investments and Peapack Gladstone Bank. All end-of-year profits from Restricted Funds could be moved to Unrestricted Funds and not just interest.

Mark Aronson made a motion to "isolate our Restricted Funds to their own Account(s) and not reinvest dividends or interest and distribute them to Unrestricted Funds." Tom Shea seconded the motion and a roll call vote was held with 14 votes for and none against the motion. The motion was approved.

Questions were asked about the Compilation done by the CPA firm and the possibilities of having Janet Keating present it to either the entire board or the Finance Committee.

Director's Report-

Karen Brodsky thanked the Friends for recent funding that had permitted the publication of the new Library Brochures, the nearly ready for patrons Museum Pass Program and the Carpet Cleaning after the Lighting Project was completed.

Karen shared the Board of Trustees thanks for funding provided to replace the carpet in the Teen Area, but asked that this project not proceed at the present time. The crucial Polaris Integrated Library System production server maintenance contract was purchased with funds from the Friends.

Karen updated the Friends on the current scope of the Readers' Services work and requested \$1680 in construction funds for the only part being done at present. Following a question and answer session, Mark Aronson made a motion to "authorize \$1680 for the Reader Services office window construction with funds to be taken from Restricted Funds." Roni Larini seconded the motion. No further questions were asked and a roll call vote was held with 14 votes for and none against the motion. The motion was approved.

Karen noted that the Library Board of Trustees had discussed "fund development" and to not form a Foundation at this time. Additionally she shared information about the Winchester Public Library's Board of Trustees and Friends organization's relationship and fund raising efforts. She provided an overview of the revised Bernardsville Public Library Technology Plan 2010-2012 with a shift of items between years as well as the newly adopted Library Board of Trustees Current Advocacy Plan. Lastly she shared that the Borough of Bernardsville was hosting a Document Shredding Date on Jun 5, 2010 at Town Hall.

Committee Reports

Finance –Mark Aronson noted that the committee would be meeting with Karen and together would begin to work on the 2011 budget.

Fund Raising- Georgiana Depew noted that the Friends had received \$30,000 in donations since September 2009. Her committee was set to start planning for the 2011 Campaign and would prepare the letter for the Newsletter before the 7/15/10 deadline. A discussion was held about the costs and options available for patrons to make donations via credit cards.

Nominations- Tom Shea noted that his committee was ready to start meeting to fill any vacant Board of Directors positions in November. There are 6 members whose terms are up, and 5 (Jackie Somers, Harold Kuskin, Barbara Duffy, Georgiana Depew, Kathy Redling) who can continue on the Board for the next 3 years. These individuals were asked to inform Tom Shea of their intentions. Tom Shea's second term is over, therefore, there will be definitely be one position to fill.

Program Committee- Jos Kadam thanked Board members who assisted at the recent Street Fair as well as Michael Casey and Anne Post of the Library Staff who portrayed the Cat in the Hat and Dora the Explorer respectively. In addition a gentleman (Sal T.) provided a tent for the Friends Booth and many teens came to help out as well. We received \$105 in donations and provided 21 copies of the newly published 4th grade Bernardsville History Book to new Friends.

Jos noted that he will soon be confirming an Asian Dance Performance for the next Sundays @ 3 program on October 24. A sign up sheet was circulated for the upcoming annual Senior Day needs for June 4th.

Volunteer Committee – In Bob Baker’s absence Kathy Redling circulated the sign up sheet for items needed for the June 10th luncheon to be held at Rita Stein’s home. Parking logistics and Ice needs were discussed and finalized.

Public Relations – Shelly Iossa noted that she had submitted text for the June/July Newsletter and would work with the Fundraising Committee to finalize the letter for the August-October Newsletter prior to the July 15th deadline.

New Business-

John Deibert noted that several needed updates had been found in the recently published Board of Directors’ Information Manual. He recommended the establishment of an ad-hoc committee. A discussion was held and it was agreed that for the purpose of compiling and maintaining a listing of corrections, updates, etc. to the components of the Board of Directors’ Information Manual identified or changed at Board Meetings or by Board Members would fall under the ad hoc committee to be chaired by Harold Kuskin. The Policy Committee would be responsible for updating the mechanized files, providing Karen Brodsky with a current file copy of the Bylaws for the Library Web Site, and providing Board of Directors with paper copies of all new pages. John asked for volunteers for the committee’s work and Tom Shea, Doug Doremus and Roni Larini agreed to serve.

Old Business John Deibert proudly invited former Friends president Tom Shea forward for the dedication of a 6 Volume Series entitled, Chronology of Military History, to the Library in appreciation for his dedication and service to the Library over the past many years.

Mark Aronson made a motion to adjourn the meeting. Tom Shea seconded the motion and the meeting was adjourned at 8:49 pm.

Respectfully Submitted,
Kathy Redling