

Friends of the Bernardsville Public Library, Inc.
Meeting Minutes
May 13, 2008

President Tom Shea called the meeting to order at 7:05 PM. Those in attendance were Georgiana Depew, Barbara Duffy, Barbara Hyzer, Michelle Iossa, Harold Kuskin, Fran Matson, Theo Mulgrum, Jay Parsons, Nancy Pierson, Kathy Redling, Maureen Robinson, Tom Shea, Rita Stein and Jackie Somers.

Maureen Robinson made a motion to accept the minutes of the March 19, 2008 meeting as they stand. Theo Mulgrum seconded the motion and the minutes were approved without objection.

President's Remarks

President Shea suggested that the FBPL send a card of thanks to the Garden Club for the beautiful gardening in front of the library.

President Shea also made mention of John Deibert's serious motorcycle accident. John will be recovering after a second surgery in the Rehabilitation Institute of Morristown Memorial Hospital. John had been working on the internal audit for the FBPL when he was injured. He was preparing a letter at the time of his accident. This will be completed at a later date.

Tom mentioned that Theo Mulgrum, Nominations Chair, would formally introduce a new member, Jackie Somers, later in the meeting. He expressed his appreciation and gratitude to Jay Parsons on behalf of the FBPL for his assistance as treasurer for the past few years.

Correspondence

Rita Stein said that donations in the amount of \$450 were made in memory of Helen Fitzpatrick. A card of acknowledgment was sent to Peggy Fitzpatrick, Helen's daughter. Rita also mentioned that Betsy Blair, another active member of the Library, was injured in an accident and would send a card.

Treasurer's Report

Jay Parsons did not present an official report at this time. He said that he is preparing the FBPL taxes and has filed for an extension to allow for enough time to complete them. Jay also submitted his letter of resignation as FBPL Treasurer, effective immediately.

Director's Report

See enclosed attachment provided by Karen Brodsky.

Committee Reports

Fundraising

Janet George Murnick provided her April 9, 2008 committee meeting summary. See enclosed attachment. Additionally, Harold Kuskin suggested that another fundraising idea could be to have "Backstage at the Met". Tours are held Sunday mornings and the group size is limited to 15. Tour will be starting up again in October. Ticket prices are \$15.00. Harold recommended that people could provide their own transportation. Maureen suggested putting this idea in the Library newsletter.

Nominations

Theo Mulgrum introduced Jackie Somers as a candidate selected for Treasurer. Theo went on to highlight Jackie's experience as a former Director at Merrill Lynch. Jackie has just retired as the Treasurer of the Home and School Association.

President Shea stated that the by-laws allow a vacant position to be filled for the remainder of a term. As Jay Parson is in the class for 2010, Jackie would be allowed to serve as treasurer as part of the class of 2010. Jay Parsons made the suggestion to bring Jackie onto the FBPL Board. Maureen Robinson then made the official motion and Theo Mulgrum seconded it. The motion carried with no objection. Jay Parsons and Jackie Somers were planning on meeting May 14, 2008 in order to facilitate a smooth transition for treasurer.

Programs

Barbara Hyzer spoke of the preparation for the June 6, 2008 Seniors Day event. She mentioned that set-up cannot take place until 8:30 am as no one is at the library to unlock the building. President Shea said that doing a brunch is more cost effective than doing a luncheon. This is the 3rd year the FBPL has successfully sponsored this event as a brunch. Kathy Redling would be involved in the set-up and asked that those who were donating food but could not be in attendance arrange to bring food donations to her house ahead of time.

Volunteers

Maureen Robinson stated that Loretta Mascaro and her committee did an excellent job in organizing and running the Annual Volunteer Luncheon this year.

Public Relations

See Public Relations Attachment

Michelle Iossa stated that she is working with the committee to provide a publicity plan. She is currently working with Madelyn English on a new library brochure. She is planning an ice-cream social as the kickoff on June 21, 2008, for the Summer Reading Program.

The relaunching of the Brick Donation Program was also discussed. Harold Kuskin asked how the original brick campaign went and President Shea explained that it was part of the original building campaign. Brick prices would be \$500 for a front location and \$250 for location in the back patio. Janet Murnick has been working with the Fishers on this project. A town wide mailing costing about \$1300 and a newspaper article was suggested to publicize this. President Shea stated that this project could be a part of the library newsletter and this could reduce the cost of our mailings if we did this. He also mentioned that the Library Board of Trustees liked this idea. The Town Council also approved it. President Shea made a motion for the FBPL to approve the \$1300 to cover the cost of the mailings. Maureen seconded the motion. The motion carried unanimously. This would be called a new budget item. This information flyer would be sent out very soon. President Shea did not want this fundraiser to conflict with our regular yearly fundraising campaign that states this fall.

Ad Hoc

No new business

New Business

As mentioned earlier, \$450 was donated in memory of Helen Fitzpatrick. As she was fond of the MET lectures, the suggestion was made to sponsor two lectures at the library in Helen's name. These lectures cost \$225. President Shea suggested that the FBPL approve a "top off" to cover the cost of these lectures in excess of \$100. Maureen Robinson made the motion and Georgiana Depew seconded this motion. Motion carried unanimously.

Maureen Robinson made the motion to adjourn the meeting. Theo Mulgrum seconded the motion. Meeting was adjourned at 8:50 PM.

Respectfully submitted
Fran Matson
Recording Secretary

Director's Report
Friends of the Bernardsville Public Library
May 2008

Status of Prior Request(s) for Funding

- Technology plan work continues with the purchase of updated software for the mobile computer training lab laptops.

New Purchases Within Budget

- Staff Development Day on August 1 will focus on team building and communicating, and will include an analysis of the Myers-Briggs Type Indicator for each staff member in their role as a member of the library team (Account: *Professional Development*).
- The May/June issue of the library newsletter was printed and mailed (Account: *Newsletter Printing*.)

New Funding Request

None.

Additional Communications

None.

Programs Committee Report
To the FBLA Board
May 13, 2008

Sundays at 3

For April 27th program (Maricahi Band) had over 130 attendees

Seniors Day

- We are expecting 65-70 seniors at this event

Andrew Roblin is the guest entertainer for this event. His program is interactive with singing, dancing etc.

(Please see the menu for the Seniors Brunch is at the end of this document.)

To make the day successful I need more help in cleanup and also baked good department. Barbara Hyzer and Kathy reling volunteered to bring baked goods and also setup. Janent Murnick George is bringing baked goods also. I definitely need volunteers to stay during the program, help with cleanup and also to bring baked goods. Please call me or e-mail me with your contribution to make this a success.

Programs for the Remainder of 2008

June 6, 2008	- Seniors Day	Andrew Roblin
October 4, 2008	-Unity Day	
October 19, 2008	-(Sundays at 3)	Paul Winston (Jazz Piano)
November 16, 2008	-(Sundays at 3)	To be announced

Seniors Day Celebration Menu

Drinks

Orange Juice
Coffee – regular & decaf
Tea - Regular, Decaf
Milk- regular
Sugar, equal
Lemon
Poland Spring water

Food

Mini Bagels
Cream Cheese
Butter
Mini Danish
Fruit Platter- Strawberries, Grapes

DONATED BAKED GOODS

Petty cash balance as of May 13,2008 \$41.14

Submitted to the FBLA Board
Jos Kadam
Program Committee Chair

Friends of the Bernardsville Public Library Meeting
5/13/08
Public Relations Update

Most recent activity:

1. Presently working with the Fundraising committee to provide publicity for the Brick campaign. Discussing press releases, mailer and press event to generate additional interest.
2. Developing text and layout plans for the revised library brochure. Working with Madelyn English to determine size, text and ways to provide a tear-off portion for interested patrons to make contributions and/or seek more information.
3. Sending post-event information to local paper about the Sundays at Three concerts. Coming up, we hope to provide photos from the Seniors Day event on 6/6 for consideration in "Happenings In the Hills" page of the paper.
4. Planning to promote the Summer Reading program for the children's area with a "Kickoff" event on June 21st.

Long-term planning:

5. Print a sign/board with the FBPL logo and information for display at events like "Sundays at 3" or similar sponsored programs .
6. Work with the fundraising committee and library staff to prepare a display near entrance of library as we start to launch the 2008-2009 Annual Fund drive. Such a display would be used to update patrons on the amount raised and visually demonstrate how those funds support the library.
7. We will postpone plans to participate in the Memorial Day Parade until next year.