

Friends of the Bernardsville Public Library, Inc.
Meeting Minutes
September 17, 2008

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

Approval of Minutes- Maureen Robinson made a motion to accept the minutes of July 16, 2008 meeting as submitted. Harold Kuskin seconded the motion and the minutes were approved.

President's Remarks- President Shea mentioned that there has been a notable savings by putting the general solicitation letter in the last library newsletter. He thanks Rita Stein, Theo Mulgrum and Barbara Hyzer for helping to stuff the envelopes for the additional solicitation letters to past donors. In addition, President Shea thanks Janet Murnick and Michelle Iossa for all of their hard work in putting together the materials to be used in the Annual Fund Drive and for organizing the supplemental mailings to the current donors.

President Shea stated that Jackie Somers had now made a full transition as treasurer. He also thanked John Deibert and Karen Brodsky for all their hard work on developing the 2009 FBPL budget. Our financial statement will be posted on the library website, once the board approves the budget at tonight's meeting.

President Shea also introduced the new FBPL banner that will be displayed at social functions. It will be used at the upcoming Unity Day Library booth.

Loretta Mascara resigned from the FBPL this summer. Fran Matson has offered to act as the Volunteer Committee Chair until a replacement is found.

President Shea stated that the November meeting would be broken into two meetings. The 1st meeting will include the voting in of the new board members. The 2nd meeting will be the organizational meeting for the 2009 FBPL Board. Meetings will continue to be held the 3rd Wednesday of the odd months of the year (six meetings per year to be held)

Correspondence- Rita Stein stated that there was no correspondence. She will be sending Jerry Fisher a get-well card, as he has not been feeling well.

Director's Report- (see attached Director's Sept. 2008 report)- Karen Brodsky state that a two-year extended warranty was purchased for the Early Literacy Stations in the library. Kathy Redling spoke about how wonderful her experience has been with the online learning express program at the library.

Treasurer's Report- Jackie Somers stated that she now has Quick Books computer program installed on her computer. This makes it easier to input data and track spending and fundraising trends year to year. All the current statements have been reconciled correctly. Our fiscal year will be running from January through September. Presently, the FBPL has raised \$11,000 from the Bricks Campaign. About \$15,000 has been raised from the current campaign contributions and matching gifts.

Harold Kuskin asked for clarification about the insurance policy bequeathed to the FBPL. President Shea stated that we plan to cash out of this policy as the current value is close to \$28,000. Mark Aronson asked why the FBPL has monies in two different banks. President Shea said that the FBPL originally had money in four different institutions and has now condensed this to the two banks. Fidelity Bank holds a large portion of our assets.

Committee Reports

Finance: John Deibert highlighted how the 2009 budget was developed. He said that the FBPL is taking a relatively conservative approach to our budget this year due to the volatility of the current financial status in the United States. If Karen does not spend the entire amount allotted to her in technology, it can be carried over to the next year. Other funds not spent will be put back into the General Fund. John stated that when he developed the budget, he did this on an Excel spreadsheet. As Jackie now does the books using Quick Books, he would like to coordinate both financial components, as this would make financial bookkeeping easier. The present budget is based on assuming the FBPL can raise about \$35,000. Adjustments can be made to the budget if this goal is either not reached or exceeded. Maureen Robinson made a motion to accept the budget as presented. Mark Aronson seconded the motion. The FBPL unanimously passed the 2009 budget.

Annual Fund Drive: As of the date of this meeting, the Bricks Campaign has pulled in \$11,000.

Nominations: Theo Mulgrum introduced Rick Gallo as a nominee to join the FBPL in November. She also introduced two visitors, Ed Ackerman and Fritz Lark, who attended the meeting as guests.

Program Committee: Jos Kadam first spoke about the upcoming Unity Day Library Booth and checked that he had the necessary volunteers organized to man the booth throughout the day. The FBPL will be manning the Library booth at Nervine Park from 11:00 am until 5:00 pm. Story time will be provided for children along with mystery craft bags, bookmarks and candy given away. A laptop presentation and hourly chances for participants to win a Library Tote Bag will also be part of the event. The FBPL will be handing out brochures and providing information about the library programs. Book Club in a Bag will also be on display. Jos then also talked about the upcoming Sundays at 3:00 Concerts. The remaining program for 2008 are a jazz pianist, Paul Winston, on

October 19th and on November 16th, singer Vickie Russell will perform. Jackie Somers asked for a description of the duties for volunteers at the programs.

Public Relations: Michelle Iossa stated that the FBPL would be doing the Ghosting Bags again this year. All proceeds will go directly to the Children's Programs. The FBPL will pay for any non-donated materials that go into the bags. Michelle also thanked Kathy Redling for her assistance on this committee.

Michelle suggested that the FBPL host a small reception for the Brick Donors in October. The suggestion was to hold it right before the October 19th Sunday at Three Concert.

Volunteers: With the departure of Loretta Mascaro from the FBPL, there is no permanent Volunteer Committee Head. Fran Matson volunteered to handle coordinating cookie donations for the Holiday Treat Bags for the volunteers this December.

Bylaws: No report at this time

New Business: Maureen Robinson asked about how to donate DVD's, videos and books on tape to the library. Karen Brodsky said that the library will accept these donations and then sell them to patrons only if they cannot be added to the library collection.

President Shea stated that there were discrepancies in the Teen Award Policy. We had been giving one award totaling \$500 for a Teen Advisory Council member who was involved for more than three years. He suggested an Above and Beyond Award of \$150 for one student who had given more service to the library than what was expected. An additional Pre-Teen Group Award of \$50 was also suggested. A new Annual Awards Policy was adopted by the FBPL on September 17, 2008. Maureen Robinson asked if a representative from the FBPL should work with Michelle Casey (Children's Librarian) on the selection policy. President Shea thought that was an excellent idea and suggested that Maureen would be a good candidate to do this. Maureen stated that she would be willing to work on this with Michelle Casey

John Diebert made the motion to adjourn and Mark Aronson seconded it.
Meeting Adjourned at 8:25.

Respectfully Submitted,
Fran Matson