

Friends of the Bernardsville Public Library, Inc.  
Meeting Minutes  
September 16 2009

The meeting was called to order at 7:08 pm by President Tom Shea. Those in attendance were Mark Aronson, Karen Brodsky, Georgianna Depew, John Deibert, Barbara Duffy, Rick Gallo, Barbara Hyzer, Michelle Iossa, Jos Kadam, Don Kerdman, Harold Kuskin, Kathy Redling, Maureen Robinson, Tom Shea, Jackie Somers, Rita Stein and guest Holly Fazalat.

Approval of Minutes- Maureen Robinson made a motion to accept the minutes of the July 15<sup>th</sup> Board Meeting. Shelly Iossa seconded the motion, and the minutes were approved.

President's Remarks-

President Shea expressed his thanks to Karen Brodsky and the Finance Committee for working to document a 2009/10 budget that establishes the Library's minimum need. He noted that the 2009/10 budget will not be released till mid October.

Tom Shea noted that the Library Board of Trustees was considering setting up a Tax Exempt Fund to offset Library Resources and will be establishing a committee to help explore this opportunity. Tom will attend a conference next week and a Friends representative has been invited to participate on the Board of Trustees committee. At the July Trustee meeting the Annual Audit Report was handed out and there was only one suggested control item included of note.

Tom noted that in the Friends of the Bernardsville Public Library Bylaws the term limits for a Board member have a maximum of two 3-year terms, and his second term expires in November 2010, therefore, he will be stepping down in November of 2009 as President to allow for a new president to begin his or her term. He suggested that John Deibert be selected for the 2009/2010 year as president.

Correspondence- there has been none per Rita Stein.

Treasurer's Report-

Jackie Somers presented the Balance Sheet as of September 1, 2009 and covered increases in the Fidelity Account that is "back to looking good." She discussed the recently held meeting with members of the Finance Committee and our Fidelity Investments representative regarding our investments. The committee will have more to report in November.

The 2009/2010 Campaign Fund Drive has received 61 donations totaling \$7100 to date. A discussion was held on key fund raising information such as our organization's name as Friends of the Bernardsville Public Library, our organization's tax exempt status, what the organization spends the donations on,

and that a letter of confirmation for all donations is sent each year. It was noted that some donations are also made directly to the Bernardsville Public Library and those are managed by Madelyn English who often coordinates with Jackie Somers.

#### Director's Report-

Karen Brodsky shared copies of the recently revised Technology Plan for 2009-2011 approved by the Board of Trustees.

Karen shared that the sanding and refinishing of the wooden furniture including the Circulation Desk, and Teen Area roundtable was completed on 8/28/09 and went well. The lighting upgrade project funded by the Borough is scheduled soon and will involve relocating several of the Shelving Units in the Youth Area.

Karen requested new funding to clean the carpet in the Youth Services Area after the Stack relocation and Lighting Project are completed in the October/November time frame at a cost of approximately \$866.00. Karen further explained the Library has nearly exhausted their maintenance and emergency funds with recent HVAC and Plumbing problems that had to be rectified. Following discussion Maureen Robinson made a motion for the authorization of expenditures of up to \$1000.00 for the final phase of the Lighting Construction Project. Mark Aronson seconded the motion.

In her report, Karen included a brief overview and the web link for the Library Champion program, an advocacy program she encouraged members to sign up. The program is an effort to fend off future political efforts to cut Library funding.

#### Committee Reports

Finance- John Deibert indicated that the Finance Committee had received a Proposal from Fidelity Investments and that he had reviewed it and other members of the Finance Committee starting with Mark Aronson would be doing the same. He noted that there was no real urgency as our funds were back to 90% of their previous maximum. Tom Shea asked to be invited to the next Finance Committee meeting.

John next presented the tentative 2009/2010 budget which was created following discussions with Karen Brodsky regarding her Wanted, Needed and Middle of the Road Requirements. He noted that it included a reduction in annual gifts from \$30,000 to \$25,000, but could always be revised if the campaign fund was more successful than anticipated.

Nominating Committee- In Theo Mulgrum's absence Barbara Hyzer thanked Tom for setting an example as an active member for current and future Board Members. She noted that the committee had been busy and thanked all those who suggested individuals as possible board members, and circulated the nominees for the class of 2012 proposed to serve on the board for a term of three years beginning on

November 18, 2009. Included also was John Deibert's nomination as Board President for the 2009/2010 year.

Barbara further noted that Maureen Robinson, Theo Mulgrum and Janet George Murnick are leaving the board and thanked them for their service. Tom Shea thanked the Nominating Committee-Theo Mulgrum, Barbara Hyzer, Barbara Duffy, and Janet George Murnick for all of their work soliciting, interviewing and preparing a solid class of nominees for the board. Tom also noted that as he steps down as president he will be taking Theo's place on the Nominating Committee.

Program Committee- Jos Kadam noted that he had recently sent out an email with the upcoming Sundays @ 3 programs (10/25- Cadence and 12/13 - Notables) and their costs. He indicated the December program is ½ holiday theme and very kid friendly with a Family Program emphasis. He circulated a signup sheet for baked goods and cleanup help associated with the 10/25 program, and noted that he was working on scheduling a World Class Violinist for our April Sundays @ 3 program.

Jos noted that Unity Day was being held on Saturday 10/3 and a discussion was held regarding components of the Booth. A Signup sheet was circulated for volunteers to work in 2 hour shifts along with set up and clean up duties, and Jos noted he would follow up further in emails.

Volunteer Committee-Georgiana noted that a location and date needed to be set for the 2010 Volunteer Luncheon. Rita Stein volunteered her home for the event and will coordinate dates with Georgiana.

Public Relations- Shellie lossa indicated that an upcoming article in the Bernardsville News would be for the intention of encouraging participation in the Annual Campaign Drive. A member noted the low yielding number of donors relative to the area population and library user community and a discussion centered on the need to educate the residents on the Library's funding.

Ad Hoc Committee- John Deibert noted that recent work had previously been discussed in the meeting.

Fund Raising- Janet George Murnick was absent and it was noted that Jackie Somers had shared the current level of donations to the annual campaign during her Treasurer's report.

Old Business-Harold Kuskin reported that he along with Shikha Mayer, Janet George Murnick, and Barbara Duffy had researched the concept of a Museum Pass Program at the Library. The committee was in the process of contacting prominent NYC museums as well as local museums to learn which will permit the type of membership we wish to purchase. He noted that the Princeton Library program has doubled since it started, and that the Westfield Library program no longer included what it had previously publicized. Following discussions, a suggestion was made

and agreed upon to limit the budget to a total membership cost of \$500 annually and that the program should not start until 2010.

Georgiana noted that she has not had success in securing a date for a 2009 Silhouette Fund Raiser with the Artist from our successful 2010 event. The fund raising committee has several other events under consideration at this time.

Karen Brodsky asked about the previously discussed 2010 Library Calendar as a fund raiser. Coconscious was positive and Karen offered to solicit and send a quote to Tom Shea for consideration.

New Business-President Tom Shea asked if there was any further business. None was brought up.

Maureen Robinson made a motion to adjourn the meeting. Marc Aronson seconded the motion and the meeting was adjourned at 8:23 pm.

Respectfully Submitted,  
Kathy Redling