

**Minutes of Board of Trustees Meeting
Bernardsville Public Library
February 20, 2007**

Attendance: Stephanie Wallace, President; Donald Buset; Russ Giglio; Jim Kellett; John McCrossan; Peter Miller; Lucy Orfan, and Terry Thompson. Dennis Reznick was absent. Karen Yannetta, Executive Director, Bernardsville Public Library, and Elizabeth Faulkner, vice-president of the Friends of the Bernardsville Public Library ("Friends), were also present.

Stephanie Wallace called the Board of Trustees ("Board") meeting to order at 5:32 p.m. and read the Open Meeting Notice.

Public Participation: Ms. Faulkner said that the Friends' name change had been approved and was fully effective. She reported enthusiastically about the success of the second Chinese New Year celebration, and mentioned that the circulation desk project is on budget and that the Friends are discussing new methods of fundraising.

Minutes: Mr. Kellett moved approval of the minutes of the meeting of January 16, 2007, as submitted; Mr. Buset seconded the motion, which carried.

Director's Report: Karen Yannetta presented highlights from and additions to her report, as follows:

- The generous circulation increase is partially due to our subscription to the materials that we receive on a rotating basis ("circuit materials"). However, an unexpected result of the use of circuit materials is that Tech Services is seeing a significant workload increase.
- The newsletter cost has risen because of printing 6, rather than 4, pages. Mrs. Yannetta will ask the Friends to meet the additional printing costs.
- Staff members have identified several candidates for a library nomination for the YMCA Volunteer Awards in the fall. The Board decided to participate in the award dinner this year in light of the many faithful volunteers who could be honored.
- There have been several complaints about the lighting in the wings from patrons, one of whom offered to buy the library some new bulbs.
- The staff, and especially Michael Casey, handled a domestic violence incident in the library both promptly and appropriately. The Board expressed its gratitude.
- Mrs. Yannetta is investigating whether power outages have affected the telephone or other systems. The fire alarm system appears to have recorded some power outages recently, but the problem could be within that system only.

Treasurer's Report: Mr. Kellett reported that when we receive the Borough's first interim payment, the monies transferred from operating reserves to meet the shortfall will be replenished. Mrs. Wallace moved to approve the Treasurer's Report, to pay the new bills received from February 1 to 20 and to ratify the payment of bills received and paid from January 17-31. Ms. Thompson seconded the motion, which carried by unanimous roll call vote.

Committee Reports:

Finance: no report. However, Mrs. Yannetta and Mr. Kellett met with Mr.; McCrossan, The Board thanked all three for taking the time to teach and to learn about the library's finances.

Personnel: the committee did not meet. Mrs. Wallace has appointed Mayor Honecker to the Personnel Committee; in his absence, Mr. McCrossan will serve on that committee. Dates are being circulated to Messrs. McCrossan, Miller and Reznick for a meeting in the coming month.

Long Range Planning: no report.

Policy: The Policy Committee reported that it saw no pressing need for changes in the bylaws, but noted that the revised model bylaws from the State Library contain a limit of three consecutive one-year terms for the President, which ours do not have. The committee also discussed the value of background checks on volunteers and on prospective employees. Mr. Miller raised a question of the legality of background checks on volunteers, noting that the school district is forbidden to make such checks. After discussion, the Board decided to amend the existing volunteer policy to make clear that references will be checked (moved by Mrs. Wallace, seconded by Ms. Thompson, carried with Mr. McCrossan abstaining). The committee will attempt to clarify the apparent contradiction between the advice given to the library and that given to the school district on the propriety of background checks on volunteers.

Communications: none.

Old Business: Mr. McCrossan said that the borough had written to Mr. Sattler's lawyer about the real estate sign, who replied that Mr. Sattler would comply with the borough's ordinance and that the sign would be removed this week. The lawyer also mentioned that the realtor was being terminated. The Board was overwhelmed with gratitude for such decisive action!

New Business: The Friends' annual volunteer luncheon is scheduled for May 24 at the home of Maureen Robinson.

At 6:32 pm, Mrs. Wallace moved to go into executive session to discuss personnel matters; Ms. Thompson seconded the motion, which carried.

At 6:45 pm. Mrs. Wallace moved to end the executive session; Mr. Buset seconded the motion, which carried.

At 6:46 pm Mr. Buset moved to adjourn the meeting; Mr. Giglio seconded the motion, which carried..

Respectfully submitted,

Terry Thompson, Secretary