

**Minutes of Board of Trustees Meeting
Bernardsville Public Library
January 16, 2007**

Attendance: Stephanie Wallace, President; Donald Buset, Mayor Lee Honecker, Jim Kellett, Councilman John McCrossan (the mayor's delegate), Lucy Orfan, Dennis Reznick and Terry Thompson. Russ Giglio was absent. Karen Yannetta, Executive Director, Bernardsville Public Library, and Thomas Shea, 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 5:35 p.m. and read the Open Meeting Notice.

Public Participation: Mr. Shea mentioned that the Friends would be meeting on the following evening, having changed their regular meeting date to the third Wednesday to be better aligned with the regular Board meeting date. The appropriate papers have been filed to change the name from Bernardsville Library Association to Friends, which will be completed within 30 to 45 days. The Friends' Executive Committee has been expanded to include the finance, program and publicity chairs and will meet every other month, in the months that the entire Friends board does not meet. Mr. Shea has appointed an *ad hoc* committee for construction coordination regarding the circulation desk remodeling project.

Minutes: Mrs. Wallace moved approval of the minutes of the meeting of December 12, 2006, as submitted; Mr. Buset seconded the motion, which carried.

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

- Use in all categories was increased over the year. We are presenting our year-end statistics in a new format.
- Madelyn English has been nominated for an award given by the Highlands Regional Library Cooperative for her work with the library newsletter.
- It appears that the borough has included the capital amount for the lighting replacement in its bond ordinance that was introduced on January 4 and will be voted on on January 18. Mr. McCrossan agreed to follow up on the amount included and get back to the Board.
- There has been one gift in an amount that would be included in the "Wall of Honor" under the gift recognition policy, but since the Wall of Honor has not been funded, Mrs. Yannetta proposed a temporary recognition plaque. The Board agreed.
- Mrs. Yannetta pointed out the draft resolutions to permit contracts to be given without full competitive bidding. Ms. Thompson moved adoption of resolutions 1-4 contained in Appendix H-3 to the meeting package, authorizing dealings with Baker & Taylor for books, Polaris for the computer system, Dublin Maintenance Contractors for cleaning, and Kennedy-Grant Architecture for architectural services. Mr. Reznick seconded the motion, which carried. The resolution regarding computers to be supplied by Dell will be considered next month.

Treasurer's Report: Mr. Kellett moved to transfer the surplus of \$43,527.94 to available reserves. Mr. Buset seconded the motion, which carried by unanimous roll call vote. Ms. Thompson moved to approve the Treasurer's Report, to pay the new bills received from January 1 to 16 and to ratify the

payment of bills received and paid from December 13-31. Mr. Reznick seconded the motion, which carried by unanimous roll call vote.

At 6:20 pm, Mr. Burset moved that the meeting go into executive session; Mrs. Orfan seconded the motion, which carried. At 6:40 pm, Mrs. Wallace moved that the meeting return to public session; Mr. Reznick seconded the motion, which carried.

Mr. Reznick then moved to accept the revised 2007 draft operating budget. Ms. Thompson seconded the motion, which carried with Messrs. Honecker and McCrossan abstaining.

Committee Reports:

Finance: no report.

Personnel: no report.

Long Range Planning: Mr. Burset reported that the committee met on January 8, and that there appears to have been progress in the discussions between Mrs. Yannetta and Mr. Maresca. Mayor Honecker offered to check further with Mr. Maresca, and also to find out what meetings of the Public Works Committee are scheduled.

Policy: Mrs. Wallace asked the Policy Committee to look at the bylaws.

Nominating: Mrs. Orfan presented the following slate for 2007: President, Mrs. Wallace; Vice-President, Mr. Reznick; Secretary, Ms. Thompson; Treasurer, Mr. Kellett, and moved its acceptance. There were no further nominations from the floor, and Mr. Miller seconded Mrs. Orfan's motion, which carried unanimously. Mrs. Wallace said that for the present, she was not making any changes in committees.

Communications: The library received a very nice letter of thanks from Jeff Kinkley, for honoring him at the YMCA Volunteer Night.

Old Business: It was noted that the real estate sign has again been left up beyond its two-month term. Messrs. Honecker and McCrossan offered to check into this issue.

New Business: Mr. Burset reported on his attendance, along with Mrs. Yannetta and Messrs Honecker and Miller, at a meeting at the library set up by Lorette Cheswick and Theo Mulgrum to air some of the concerns of our Hispanic community, which included health, recreation, housing and ESL questions. It was attended by approximately 40 members of the community along with borough and school leaders. Messrs. Miller and Honecker confirmed that it had been a very useful meeting with good dialogue, and that the meetings will continue (next date is March 14).

Mrs. Orfan moved a resolution to reauthorize the director to serve as the library's purchasing agent for purchases up to \$17,500 in the aggregate for any single vendor. Ms. Thompson seconded the motion, which carried unanimously.

The Board approved the full meeting schedule for 2007.

Ms. Thompson moved to adjourn the meeting at 7:15 pm. Mr. Kellett seconded the motion, which carried.

Respectfully submitted,

Terry Thompson, Secretary