

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

Attendance: Stephanie Wallace, President; Donald Buset; Russ Giglio; John McCrossan; Peter Miller; Dennis Reznick and Terry Thompson. Jim Kellett and Lucy Orfan were absent. Karen Yannetta, Executive Director, Bernardsville Public Library, and Tom 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 reported that there would be a contractors' walkthrough to look at the circulation desk project. He also said that the Friends' Executive Committee would recommend funding the additional newsletter printing costs, and that the Friends would perform an internal financial review in most years with a CPA audit every fourth or fifth year.

Minutes: Terry Thompson moved approval of the minutes of the meeting of February 20, 2007, as amended; John McCrossan seconded the motion, which carried.

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

- The Board was very pleased to hear of the regular compliments patrons pay to our staff.¹
- The need for a new internet filter will in fact affect the capital request to the Borough.
- The time change problems were handled effectively
- There was a recent problem with heat in the Fiction Wing, and Trane was unable to respond because the Borough had not signed and returned the contract for Trane's services. When informed of the problem, Ralph Maresca got the contract to Trane and Trane provided service promptly.
- Mrs. Yannetta is expecting a quote for a new [blower?] motor shortly, and will follow up with Mike Mondok about the putative power interruptions that are apparently being signaled by the Simplex alarm system's going to its battery backup.
- Michaele Casey has made a successful grant request to the Karma Foundation for \$600 to purchase books and offer programs on autism.

Treasurer's Report: Mrs. Yannetta reported, for Jim Kellett, that the electric bill was up from the comparable period in 2006, and that we have received a reimbursement from Mr. Sattler for the lower floor's share of the 2006 water bills. Mr. McCrossan commented on the form of the Treasurer's Report, suggesting ways in which it could be made more informative; he will discuss this with Mr. Kellett. Ms. Thompson moved to approve the Treasurer's Report, to pay the new bills received from March 1 to 20 and to ratify the payment of bills received and paid from February 1 to 28. Mr. Buset seconded the motion, which carried by unanimous roll call vote.

¹ In an email after the board meeting, Russ Giglio again thanked the staff for its positive approach to patrons, citing the letter to *The Bernardsville News* from the sister of Alayne Nift, thanking many people, and especially the library staff, for their kindness. Alayne, who died recently, was a daily library patron and a Downs syndrome victim.

Mrs. Yannetta reported on the Borough's request for her to appear at a Borough Finance Committee meeting, and presented the capital request in the format requested by the Borough. Mrs. Wallace moved to approve the capital request as amended: Ms. Thompson seconded the motion, which carried. Mr. McCrossan, who serves on the Borough Finance Committee, added that Mr. Landau had volunteered to see if he had a used computer suitable for use by the library as a domain controller; Mrs. Yannetta explained that she had heard back from Mr. Landau's company that it did not have a suitable used computer. Mr. McCrossan also explained that there was disagreement within the Finance Committee over the possible sources of funding for the library's capital needs. Mrs. Yannetta will provide Mr. McCrossan with copies of the relevant state statutes and regulations so that he can form his own opinion.

Committee Reports:

Personnel: the committee met. Mrs. Yannetta is looking for a less expensive alternative to the requirement for fortnightly payroll checks.

Long Range Planning: no report, meeting to be scheduled.

Policy: no report.

Communications: none.

Old Business: Mr. Bursset reported on the organizing meeting of the Hispanic community, to which he is serving as liaison for the library. It was also mentioned that the YMCA board attended the Spanish-language Mass at Our Lady of Perpetual Help last Saturday night.

New Business: None.

At 6:55 pm, Mrs. Wallace moved to go into executive session to discuss personnel matters; Mr. Bursset seconded the motion, which carried.

At 7:25 pm. Mrs. Wallace moved to end the executive session and to adjourn the Board meeting; Mr. McCrossan seconded the motion, which carried.

Respectfully submitted,

Terry Thompson, Secretary