

**Minutes of Board of Trustees Meeting
Bernardsville Public Library
November 13, 2007**

Attendance: Stephanie Wallace, President; John McCrossan; Lucy Orfan, Dennis Reznick; and Terry Thompson. Donald Bursset, Russ Giglio, Jim Kellett and Peter Miller were absent. Mayor Lee Honecker, Karen Brodsky, Executive Director, Bernardsville Public Library, Tom Shea, President of the Friends of the Bernardsville Public Library (“Friends), and Elizabeth Faulkner, Vice President of the Friends, were also present.

Stephanie Wallace called the Board of Trustees (“Board”) meeting to order at 5:45 p.m. and read the Open Meeting Notice.

Public Participation: Tom Shea reminded that contributions to the Friends are tax-deductible and said that the Friends expected to clear about \$1500 on the sale of Hallowe’ en ghosting bags. He also told us that Elizabeth Faulkner would be leaving the Friends’ board after the November meeting, having served her quota of years on the board, and told of the numbers of positions she has filled and her fine work on library programs. The Trustees thanked Ms. Faulkner for all she has done for the library and expressed regret that she is leaving the board.

Minutes: Mrs. Wallace moved approval of the minutes of the meeting of October 16, 2007; Mr. McCrossan offered one correction and seconded the motion, which carried.

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

- With respect to library operations, Ms. Brodsky reported on a discussion with Tom Voss of the Environmental Commission; Mr. Voss has suggested the library’s heating issues could be helped by solar heating, using roof shingles, and is going to look into possible solutions. Mr. Honecker said that Mr. Voss had also spoken to him on this subject and that the idea was very promising.
- The library lost all the electrical circuits in the fiction wing recently, but they have been restored.
- Ms. Brodsky will meet with Ralph Maresca to work out the transition of building responsibilities. Mr. Maresca has sent a report updating the lighting issues, and is continuing to search for an appropriate consultant. Mr. McCrossan will continue to follow up on this.
- There will not be a national MLA survey this year; the library has always scored very well on those surveys.
- With respect to board issues, the board decided not to pursue the “Tutoring in a Tent” concept at present.

Treasurer’s Report: In Mr. Kellett’s absence, Mrs. Wallace presented the Treasurer’s report and recommendation that after a lengthy process of reconciliation, we need to move the \$25,175 we moved to Computer and Employee Benefits Reserves in August back into the operating budget. That sum had been placed in the Available Reserve, but the savings projected in August have not quite materialized and we will probably need to use the Available Reserve amount for operations, as we had originjally budgeted. Mr. McCrossan asked if the movement of funds would affect the 2008 budget; the answer was that it will not, \$20,000 of Available Reserve is in the draft 2008 budget. Mrs. Wallace moved to pay the new bills received from November 1 to 13 and to ratify the payment of bills received and paid

from October 17-31. Ms. Thompson seconded the motion, which carried by unanimous roll call vote. Mrs. Wallace moved to accept the proposed revised Treasurer's Report and the changes to the Statement of Accounts. Mr. Reznick seconded the motion, which carried by unanimous roll call vote. Mrs. Orfan left the meeting.

Committee Reports:

Finance, Personnel and Long Range Planning: no reports.

Policy: there was a brief discussion of the Crisis Communications policy; Messrs. McCrossan and Shea each made excellent comments and suggestions. Since no quorum was present, the policy was not adopted or revised.

Communications: None.

Old Business: None.

New Business: Mrs. Wallace noted that she would reappoint Lucy Orfan to chair the Nominating Committee.

At 6:50 pm, Mr. McCrossan moved to adjourn; the motion was seconded by Mr. Reznick and carried.

Respectfully submitted,
Terry Thompson, Secretary