

**Minutes of the Board of Trustees Meeting
Bernardsville Public Library
August 22, 2017**

Attendance: In Attendance- Patrice Cummings, Terry Thompson, Skip Orza, Franny Wood, Mark Krook and Richard Diegnan were present. Lucy Orfan, Valerie Zanardi, the mayor and his designee were absent. Shura Arnold, Library Director was present. Nancy Verduin from the Friends and Leslie Brown-Witt from the Foundation were also present.

President Terry Thompson called the meeting to order at 5:31 pm and read the Open Public Meeting Notice, followed by roll call.

Minutes: The July 18, 2017 meeting minutes were approved with amendments.

Director's Report: Ms. Arnold presented a brief overview of her report. Mr. Diegnan wanted to make note that the roof repair is desperately needed and long overdue. This is not a repair anyone would delay on their own home. The generator is expected to be up and running on Sept. 9th.

Treasurer's Report: Mr. Krook presented the monthly Treasurer's Report. He noted that the room rental amounts are expected to be down from now till year end. There were no outstanding items. Mr. Krook moved to approve the Treasurer's Report, to pay the new bills received from August 1, 2017 – August 22, 2017 and to ratify the payment of bills received and paid from July 19, 2017 – July 31, 2017. Ms. Cummings seconded the motion, which carried by unanimous roll call vote.

Committee Reports:

Finance Committee: Met last week and will meet before our next meeting to finalize our three year budget projections. We will then prepare to discuss this with the Borough administrator.

Policy Committee: Did not meet. They will reconsider our room rental policy at their next committee meeting.

Personnel Committee: Did not meet. They will shortly begin the annual review process of the Library Director.

Planning: Did not meet.

Communications: None.

Public Presentations:

Old Business: None.

New Business: The possible use of a consent agenda was discussed. It was decided not to

pursue this since our meetings are conducted in a timely and orderly fashion.

A change in the meeting dates for our September and November meetings was discussed. Ms. Cummings moved to change our September meeting date to September 12, 2017 and to change the November meeting date to November 14, 2017. The motion was seconded by Mr. Krook and carried by a unanimous voice vote.

There was a brief discussion regarding two commemorative framed drawings of the Old Library. Mr. Orza moved to gift one each to the Friends of the Library and the Library Foundation. The motion was seconded by Ms. Cummings and passed by a unanimous voice vote.

After a brief demonstration of the Capira mobile application and numerous questions about its use and cost, it was decided to wait on moving forward with a request to the Friends for this app.

Executive Session: Ms. Cummings moved to go into Executive Session to discuss potential litigation. Mr. Diegan seconded the motion The Board went into Executive Session at 6:36 PM.

We returned to public session at 6:56 PM

The meeting was adjourned by Ms. Thompson at 6:57 PM.

Respectfully Submitted,

A.Q. Orza II