

**Minutes of the Board of Trustees Meeting  
Bernardsville Public Library  
September 18, 2018**

**Attendance:** In Attendance - Patrice Cummings (via telephone), Terry Thompson, Skip Orza, Mark Krook, Lucy Orfan, Valarie Zanardi, Gretchen Dempsey, the Mayor's alternate, Thomas O'Dea and Richard Diegnan were present. Kevin Sooy was absent.

Shura Arnold, Library Director, Leslie Brown-Witt from the Library Foundation, Nancy Verduin from the Friends, and Doug Walker from the Borough 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 and the Pledge of Allegiance.

Doug Walker, from the Borough, led a discussion on open items regarding conditions at the Library that need or have already been addressed. These included illegal dumping in our dumpster, the HVAC systems needs as well as the scheduled repair of the roof.

**Minutes:** The July 2018 meeting minutes were approved without amendment.

**Director's Report:** Ms. Arnold presented a brief overview of her report. The building maintenance schedule was distributed.

**Treasurer's Report:** Mr. Krook presented the monthly Treasurer's Report. There were no unusual bills or income amounts. There were no outstanding items. Our income and expenses are in line with where they should be at this point in the year.

Mr. Krook moved to approve the Treasurer's Report, to pay the new bills received from September 1, 2018 – September 18, 2018 and to ratify the payment of bills received and paid from July 23, 2018 – August 31, 2018. Mr. Diegnan seconded the motion, which carried by a unanimous roll call vote.

**Committee Reports:**

**Finance Committee:** Met the first week in September. They began the 2019 budget process and they expect a 2% surplus for 2018. They also have begun the financial planning for our potential move to the MAIN consortium in 2021.

Mr. Krook moved to establish a new reserve fund that will be used to offset the extraordinary expenses we will incur if we move into the MAIN consortium in 2021. Ms. Zanardi seconded the motion, which carried by a unanimous voice vote.

**Policy Committee:** Met in July. They recommended that the Board consider a bylaw

amendment that will extend the number of consecutive years the President of the Board can serve in that role from five to six years.

Dr. Orfan moved that the Library bylaws be amended to change the number of consecutive years that the President of Board can serve in that capacity from five years to six consecutive years. Motion was seconded Mr. Krook and passed by a roll call vote with all Board members voting yes and Ms. Thompson abstaining.

**Personnel Committee:** Members of the Board and the Library Director attended an employment practices loss control seminar presented by the Borough's outside labor counsel earlier in the day.

**Planning:** Did not meet.

**Communications:** None.

**Public Participation:** Library Foundation has raised \$41,000 of their 2018 annual goal of \$66,000. The Homes of Distinction fundraiser event will be supplanted in 2019 with a wine tasting event at Tranquility next September.

The Friends are still working on the mini golf fundraiser scheduled for next year.

**Old Business:** None

**New Business:** Mr. Orza moved that three Chromebooks and three Dell workstations, listed on the agenda, be decommissioned as they are no longer needed for public service. Mr. Diegnan seconded the motion and it was approved by a unanimous voice vote.

The meeting was adjourned by Ms. Thompson at 7:12 PM.

Respectfully Submitted,

A.Q. Orza II