

**Minutes of Board of Trustees Meeting
Bernardsville Public Library
December 13, 2011**

Attendance: All trustees were present. Karen Brodsky, Executive Director, Bernardsville Public Library (BPL); Roni Larini, President, Friends of the BPL; Howard Lemberg, Chair, Bernardsville Library Foundation; and Fran Fischer, a Foundation trustee, and Jerry Fischer, a Foundation trustee and its Treasurer, were also present.

President Donald Burset called the Board of Trustees (“Board”) meeting to order at 5:30 p.m. Maribeth Southworth led the Pledge of Allegiance. Mr. Burset read the Open Meeting Notice. Secretary Terry Thompson called the roll. Mr. Burset rearranged the printed agenda to cover key questions first, because three board members had to leave by 6:30.

Treasurer’s Report: John La Duc commented that the December bills are as expected, including the auditor’s bill. Although computer expenses are slightly below budget, they will need to expand in the next years. Ms. Thompson moved to approve the Treasurer’s Report, to pay the new bills received from December 1-13, 2011 and to ratify the payment of bills received and paid from November 16-30, 2011. Ms. Southworth seconded the motion, which carried by unanimous roll call vote.

Committee Reports:

Finance: Mr. La Duc presented two draft budgets for 2012, a base budget and a contingency budget. In both cases there is a significant shortfall from the minimum tax allocation from the borough, and in both budgets we will be asking the borough to exceed the minimum. 2012 is another year of falling property tax values, and both budgets include major contributions from the Foundation. Mr. Fischer commented that the Foundation hopes that its fundraising will be successful but that there can be no certainty. Mr. La Duc moved that the draft budgets be approved so they can be provided to the borough. Patrice Cummings seconded the motion, which carried. John McCrossan asked that copies of the draft budgets be provided to Mayor Lee Honecker, Borough Administrator Ralph Maresca, and Council Members Craig Lawrence, Joseph Rossi and himself; Mr. La Duc agreed. Mr. La Duc also mentioned that there is a legislative effort to revise the “reserve recapture” law adopted in 2010 to exclude gifts and bequests to a public library from the funds that can be recaptured.

Public Participation: Mr. Lemberg said that the Foundation was in the early stages of planning for 2012 fund-raising events, that they were planning a general solicitation letter and a campaign aimed at larger donors, and had welcomed some new board members. The date for their solicitation will be keyed to the date of the event, but will be in the spring, well before the Friends’ solicitation (the end of September). Mrs. Larini said that the Friends were working with the Foundation on the Memorandum of Understanding, trying to reach a consensus between the two groups, but that would be completed after the holidays. She said the Friends had lost some good board members and gained some others. Mr. Burset commented that he knew the Friends were in good hands. Mr. Lemberg asked for a clarification on the budget item for fund-raising; Ms. Thompson responded that library fund-raisers were likely to be promotions by local

merchants, as happened in 2011.

Personnel: Ms. Thompson said that Ms. Brodsky's review had been completed and that she had diaried a March 2012 start for the 2011 review process.

Policy: No report.

Long-Range Planning: Mike Gouldin said that a preliminary draft of the Long-Range Plan had been circulated to committee members, who will get comments back to Ms. Brodsky, with a full board discussion planned for January and completion of the plan by February, assuming no untoward events. Mr. McCrossan asked if there were assumptions about fewer libraries in the future; Ms. Brodsky said there were not.

New Business: After a brief discussion, Lucy Orfan moved to hold the January meeting on January 17 at 5:30 (reorganization and regular Board meeting). Mr. La Duc seconded the motion, which carried.

Messrs. Miller and Gouldin left the meeting at 6:30 and Mrs. Cummings left at 6:35.

Minutes: After discussion, Mr. La Duc moved to approve the November minutes with two changes, removing two unnecessary comments. Ms. Thompson seconded the motion, which carried.

Director's Report: Ms. Brodsky presented highlights and additions to her written report, as follows:

- Ms. Thompson moved a resolution that the items listed in Paragraph 7 a) of the Director's Report are no longer needed for public service. Ms. Southworth seconded the motion, which carried.
- Ms. Brodsky is consulting with the volunteer intellectual property lawyer on uses of items in the Local History room because of a request to reprint the Crater photographs from Peapack-Gladstone Borough.
- Ms. Brodsky has received a fund raiser proposal for a fund-raising event to be held under the aegis of the Bernardsville Democratic Municipal Committee. After discussion, the Board decided not to accept the proposal, or proposals from any political group, preferring to keep fund-raising nonpartisan.

Nominating Committee: Ms. Southworth reported that each of the current officers had accepted her request that they serve again in their current positions. She expressed her thanks for their 2011 service and their willingness to serve again.

Communications: Mr. Buset called attention to the excellent letters to the *Bernardsville News* from members of the community, thanking the library for its help during the unexpected late-October snowstorm and power outage. Mr. La Duc mentioned that he had discussed the library's financial situation with Charlie Zavalick and felt that Charlie's article was fair and clear. He offered to email the article in case anyone had missed it.

Unfinished Business: Ms. Thompson reminded the trustees of the breakfast before the staff meeting on December 15, adding that Mayor Honecker was going to come to thank the library for its snowstorm efforts.

At 6:55 pm Ms. Thompson moved to go into Executive Session, seconded by Mr. La Duc and carried.

Ms. Thompson moved approval of the minutes of the Executive Session held on September 20, seconded by Mrs. Orfan and carried.

Ms. Thompson then moved approval of the minutes of the Executive Session held on November 15, seconded by Mr. La Duc and carried. At 6:58 pm Ms. Thompson moved to return to public session, seconded by Mr. Buset and carried.

At 7 pm Mr. La Duc moved to adjourn the meeting, seconded by Mr. McCrossan and carried.

Respectfully submitted,

Terry A. Thompson. Secretary