

**Minutes of Board of Trustees Meeting
Bernardsville Public Library
July 15, 2008**

Attendance: John McCrossan and Maribeth Southworth were absent. Tom Shea, President of the Friends of the Bernardsville Public Library (“Friends”) and Karen Brodsky, Executive Director, Bernardsville Public Library, were also present.

Stephanie Wallace called the Board of Trustees (“Board”) meeting to order at 5:31 p.m. and read the Open Meeting Notice.

Public Participation: Mr. Shea called the Board’s attention to the article on Fran and Jerry Fischer, long-time library supporters, in the July 3d *Bernardsville News* in support of the bricks campaign. He also mentioned that the Friends are working on next year’s budget and that the bricks campaign will be advertised in the library’s newsletter.

Minutes: Mr. Burset moved approval of the minutes of the meeting of June 17 as submitted; Mr. Kellett seconded the motion, which carried.

Director’s Report: Karen Brodsky began with a piece of news that is sad for the library but (we hope) wonderful for Megan Hartley; Megan is resigning, effective July 31, to take a position as a librarian with the Summit School District, which will not require weekend or evening hours and has a better pay scale. The Board agreed that we will miss Megan a great deal, but that this is a wonderful opportunity, and wished her well in her new position.

- Mrs. Wallace moved to resolve that two SCSI virtual CD towers are no longer required for public use. Ms. Thompson seconded the motion, which carried.
- We discussed the need for offsite storage of records, and agreed with Ms. Brodsky’s recommendation of dumping the files onto a flash drive at reasonable intervals, then storing the flash drive in a safety deposit box. Mr. Miller commented that this was what the school district did.
- Ms. Brodsky asked that the Policy Committee consider whether the rental rates for the small meeting room and the Community Room are commensurate.
- Mr. Burset moved a resolution that the Bernardsville Library join the Morris-Union Federation of Libraries at its earliest convenience. Ms. Wallace seconded the motion, which carried.
- Ms. Brodsky noted that the Fire Company is having a “wetdown” of its building addition on Saturday from 6 pm to midnight.

Treasurer’s Report: Mr. Kellett presented the Treasurer’s Report. Mr. Giglio moved to accept the Treasurer’s Report, to pay the new bills received from July 1-15, 2008 and to ratify the payment of bills received and paid from June 18-30, 2008. Ms. Thompson seconded the motion, which carried by unanimous roll call vote.

Committee Reports:

Finance: The Finance Committee presented the draft working budget, which is largely unchanged except for some cleaning reductions. Mrs. Wallace moved to accept the draft

operating and capital budgets and send them on to the borough; Mrs. Orfan seconded the motion, which carried.

Personnel: No report.

Policy: No report.

Long-Range Planning: Mr. Buset described the committee's discussions of a "neighborhood" approach, intended to create a more user-friendly organization of the collection, and the committee's decision to substitute a series of individual interviews with representative community members for a focus group approach. A focus group would probably require the use of an outside consultant, while interviews can be handled by Ms. Brodsky and a Board member on an availability basis. Mr. Shea asked if the Friends would be included, and Mr. Buset assured him that members of the Friends would not be overlooked in this process. Mr. Buset also mentioned that Ms. Brodsky would be making occasional presentations on the Library's plans at Borough Council meetings, perhaps quarterly.

Communications: We received a very charming thank you note from the library staff for the breakfast at the end of May.

Old Business: There is nothing to report on the lighting bids, the solar heating, the Green Initiative or unattended children issues.

New Business: None.

Executive Session: At 6:21 p.m., Mrs. Wallace moved that the Board go into Executive Session to discuss personnel matters. Mr. Buset seconded the motion, which carried. Ms. Brodsky and Mr. Shea left the meeting.

At 6:50 p.m., Ms. Thompson moved to terminate the Executive Session and to adjourn. Mrs. Wallace seconded the motion, which carried.

Respectfully submitted,

Terry Thompson, Secretary