

**Minutes of Board of Trustees Meeting
Bernardsville Public Library
December 15, 2009**

Attendance: Trustees Russ Giglio and John McCrossan were absent. John Deibert, the new president of 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 5:35 p.m. and read the Open Meeting Notice.

Public Participation: Friends: Mr. Deibert asked to comment later in the meeting.

Minutes: Jim Kellett moved approval of the minutes of the November meeting with one correction, (the lighting installation is not on schedule). Lucy Orfan seconded the motion, which carried.

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

- Special kudos to Pat Kennedy-Grant for valiant service above and beyond the call of duty.
- Surprised that circulation was down in November – not typical.
- The Friends are buying a Sony E-Reader for the library with funds donated in honor of Janet Murnick by Barbara Hyzer and her family.

Treasurer’s Report: Mr. Kellett reviewed the Treasurer’s Report and bills, pointing out the conversion to WebSense which is handling the filter problems and noting that the electricity bills for the year will come in under budget although the December bill is significantly higher than that of a year ago, and that the insurance bill from the Borough had been over budget, but due to some clever detective work by Karen Brodsky, had been reduced. Well done by Karen! Mr. Kellett also pointed out the reserve transfer that we had approved in November. Terry Thompson moved to approve the Treasurer’s Report, to pay the new bills received from December 1-15, 2009, and to ratify the payment of bills received and paid from November 18-30. Maribeth Southworth seconded the motion, which carried by a unanimous roll call vote.

Committee Reports:

Finance: Mr. Kellett reminded to save February 28 for the anniversary celebration, and discussed a meeting with Mr. McCrossan in which opportunities for savings of up to \$11,000 were uncovered. Mrs. Wallace moved to transfer \$1,000 from the general reserve to the Director’s Conference Reserve. Donald Burset seconded the motion, which carried unanimously. Mrs. Wallace thanked Mr. Kellett, Ms. Brodsky and Madelyn English for all their work done to interface with the borough’s Finance Committee.

Personnel: There was a discussion of increasing the ‘reimbursement’ to employees who choose not to participate in the library’s health insurance plan because they purchase other coverage.

Policy: did not meet.

Foundation Research: After interviewing two additional consultants (a total of three consultant interviews) the Foundation Research Committee recommends that we enter into a contract with Educational Foundation Consultants (Ken Grounds). Board members had a number of questions, and Ms. Brodsky agreed to talk to some of his references to see how the foundations he has helped to start are doing now. This will be discussed further at the next Board meeting. Mr. Deibert stated that he was concerned that a foundation might undercut the Friends. Mr. Burset said that no decisions had been reached as yet, and that there would certainly be further discussions directly with the Friends before any steps were taken.

Long-Range Planning: With respect to seeking to participate in the State Library initiative for a Library Transformation assistance program, Ms. Brodsky found answers to most of the Board's questions, and Mr. Deibert reported that the Friends would support the application to the amount of \$5,000. Mr. Burset moved that we participate; Ms. Southworth seconded the motion, which carried unanimously.

Nominating: Mrs. Orfan thanked Ms. Southworth and Mr. Miller for their service, and reported that the current slate of officers had all agreed to serve an additional year. Mrs. Wallace said that she had spoken to Mayor Honecker about appointing Patrice Cummings to fill Russ Giglio's unexpired term, as Russ has been unable to attend meetings and is planning to resign.

Communications: none.

Old Business: The lighting project is not going well; the staff had to rent 50 book carts to move books on short notice. Pat Kennedy-Grant continues to manage the difficulties with her usual skill and aplomb. There has only been one instance in which we were unable to provide a requested book! The Board offered thanks and appreciation for performance "above and beyond" to Pat, the department heads and all the staff.

The "favors" for the 10th Anniversary celebration on February 28 will be packets of 5 library note cards.

New Business: The reorganization and first meeting of 2010 will be on January 19 at 5:30.

There being no further business, at 7:07 pm Ms. Thompson moved that the meeting adjourn. Mr. Kellett seconded the motion, which carried.

Respectfully submitted,

Terry A. Thompson
Secretary