

**Minutes of Board of Trustees Meeting
Bernardsville Public Library
May 17, 2011**

Attendance: All Trustees were present except for John McCrossan and Terry Thompson. John Deibert, President, and Roni Larini, Vice President, of the Friends of the Bernardsville Public Library (“Friends”), Howard Lemberg, Chair of the Bernardsville Library Foundation (“Foundation”), Karen Brodsky, Executive Director, Bernardsville Public Library and Pat Bankowski representing the Local History Committee were also present.

President Donald Burset called the Board of Trustees (“Board”) meeting to order at 5:30 p.m. and read the Open Meeting Notice. John La Duc called the roll.

Minutes: Maribeth Southworth moved to approve the minutes of the April 12, 2011 meeting. Patrice Cummings seconded the motion, which carried.

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

- Two title changes were requested: (1) Readers’ Services Coordinator Assistant to Assistant Readers’ Services Manager and (2) Youth Services Coordinator Assistant to Assistant Youth Services Manager. Mr. La Duc moved to approve the changes, Mr. Miller seconded and the motion carried.
- Security procedures are being tightened in response to recent events.
- A debit card arrangement for certain purchases has been initiated courtesy of the Friends
- Carola Stern has been nominated as the Library Volunteer of the Year
- Approval was requested, and received, for the placement of a banner outside the library and for discontinuation of the *Birthday Books* policy.
- Approval to retire three computers was requested and approved following a motion by Ms. Southworth and seconded by Ms. Cummings.

Treasurer’s Report: Mr. La Duc presented the Treasurer’s Report. The key items noted was that the Borough funding for 2011 had now been approved at \$897,085, the same funding level as in 2010. Mr. La Duc advised that the Finance Committee would be meeting prior to the next Board meeting to discuss a proposed final 2011 budget. Mr. La Duc moved to approve the Treasurer’s Report, to pay the new bills received from May 1-17, 2011 and to ratify the payment of bills received and paid from April 13-30, 2011. Mr. Gouldin seconded the motion, which carried by unanimous roll call vote.

Committee Reports:

Finance, Long-Range Planning, Personnel, Personnel: No reports.

Communications: Received regarding: a) monitoring MUF, b) various letters, c) home business and d) past officers.

Old Business: Solar Panels: Ms. Brodsky reported that a form of license agreement had been provided by the County, but that key terms remained to be negotiated and/or disclosed. She also advised that she was still waiting for a response from the Borough to Mr. Burset’s letter. Mr. Miller reported

that SHEF had also heard little new information on this program. He further reported that additional engineering reports indicated that SHEF the estimated benefits from the program would be less than previously estimated.

New Business: None.

Public Participation: Ms. Bankowski, representing the Local History Committee described a collection of historic photographs of the local area. She advised that the Committee desired to have selected items from the collection printed and framed, the cost of which was estimated to be approximately \$3,000. She also indicated the possibility for the Library to generate additional income by selling or licensing the images. She requested that the Board formalize a policy for handling such items. Mr Burset advised that this matter would be referred to the Board's Policy Committee.

Mr. Deibert reported that the annual Friend's luncheon for staff members and volunteers had been held the previous week at the home of Ms. Larini. He further reported that the Friends would be having their annual volunteer awards presentation at their Board meeting on May 18th. He also advised that work was underway on the Friends' calendar for officers and committees and on the drafting of their annual fund solicitation letter. Lastly, he advised that Ms. Larini would be nominated for the president of the Friends at the end of 2011. Mr. Burset expressed the Board's gratitude for the terrific luncheon and the longtime and ongoing support of the Friends. Mr. Burset also congratulated Mr. Deibert on the very gracious and heartfelt words of thanks to the volunteers who support our library.

Mr. Lemberg reported that the Foundation had made two mailings, each to about 3,100 homes. The first was to introduce the Foundation and to solicit funds. The second was an invitation to the Foundation's Homes of Distinction event to be held on June 12th. Mr. Lemberg also reported that the Foundation was continuing its work on organization matters with a focus on roles and responsibilities. There was general discussion of the need for the Board, the Friends and the Foundation to communicate and coordinate their activities including, in particular, the calendar for fundraising activities and events.

The Board also named Ms. Cummings to become the liaison to the Friends in the same manner that Mr. Gouldin is the liaison to the Foundation. In such role, Ms. Cummings's intent is to attend future Friends' board meetings.

Executive Session: At 6:35pm, Ms Orfan moved to go into executive session; Mr. Gouldin seconded the motion, which carried. At 7:10 pm, the Board returned to open session.

Old Business (continued): At prior meetings, the Board had discussed the desirability of recognizing former Board Members Kellett and Wallace. Ms. Cummings displayed plaques that had been prepared in recognition of their service. It was also agreed that the Board would attempt to meet with them following the June Board meeting.

At 7:20pm Mr. La Duc moved to adjourn. Mr. Gouldin seconded the motion, which carried.

Respectfully submitted,

John T. La Duc, Acting Secretary