

**Minutes of Board of Trustees Meeting
Bernardsville Public Library
June 21, 2011**

Attendance: Patrice Cummings, John McCrossan and Maribeth Southworth were absent. John Deibert, President of the Friends of the Bernardsville Public Library (“Friends”), Howard Lemberg, Chair of the Bernardsville Library Foundation (“Foundation”), and Karen Brodsky, Executive Director, Bernardsville Public Library, 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. Secretary Terry Thompson called the roll.

Minutes: Mr. Burset thanked John La Duc for taking the May minutes in Ms. Thompson’s absence. The May minutes will be considered at the July meeting to get input from Mmes. Cummings and Southworth and Mr. McCrossan.

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

- Circulation trends down.
- At the staff meeting on July 21 the library will celebrate Pat Kennedy-Grant’s 15 consecutive years of library service (Pat actually has more years, but had a break in her library service).
- Lia Carruthers has been selected as the new Youth Services Manager and will begin on August 1, 2011. Michaele Casey will continue her part-time assistance until Ms. Carruthers is in place.
- The Board shared Ms. Brodsky’s regrets at the retirement of Gerry Van Tassel and the resignation of Kathy Franco.
- Ms. Brodsky presented the needs for updating the Safe Space for Kids computers and other computer issues. After discussion, Mr. La Duc moved to transfer up to \$26,000 from the computer reserve to meet these needs. Ms. Thompson seconded the motion, which carried by unanimous roll call vote. Ms. Brodsky will discuss re-funding part or all of the computer reserve with the Friends.
- Ms. Brodsky has drafted a proposed insert for the borough tax bills regarding the separate line item for library funding and sent it to Ralph Maresca for inclusion. Mr. Maresca will help with quotes for emergency repairs.
- Ms. Brodsky will check to see if the insurance concerns regarding a defibrillator in the library have been reduced or eliminated.
- The changes to the state pension and health care payment requirements will require budget changes.

Treasurer’s Report: Mr. La Duc presented the Treasurer’s Report. Ms. Thompson moved to approve the Treasurer’s Report, to pay the new bills received from June 1-21, 2011 and to ratify the payment of bills received and paid from May 18-31, 2011. Mike Gouldin seconded the motion, which carried by unanimous roll call vote.

Committee Reports:

Finance: Mr. La Duc noted that the Finance Committee had met twice since the last Board

meeting to discuss a proposed final 2011 operating budget. As a result of those meetings, the Finance Committee proposed a final 2011 operating budget with a projected shortfall of \$31,688 despite the Borough's generous funding in excess of the required appropriation. Mr. La Duc reminded the Board that two provisional budgets had been adopted in Q2 2010: (a) a base budget with no reduction in operating hours and an assumed increase in Borough funding and (b) a contingency budget assuming a net five hour reduction in operating hours and level Borough funding. Both provisional budgets assumed additional outside financial support would be required. Mr. La Duc further noted that the Board had expressed a strong desire to maintain existing operating hours and had initiated efforts to facilitate receiving additional outside financial support. Mr. La Duc noted that such efforts had been successful as would be discussed later at this meeting. With that as background, Mr. La Duc said that the Finance Committee recommended approval of the proposed final 2011 operating budget.

Mr. Lemberg asked to speak, was recognized, and reported that the Foundation trustees had met the previous evening (June 20, 2011) and had voted to offer \$33,000 as a gift to the library this year.

Mr. Gouldin moved to accept the final operating budget as presented. Lucy Orfan seconded the motion, which carried. Peter Miller moved to accept the Foundation's generous gift, with thanks. Mr. Gouldin seconded the motion, which carried.

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

Communications: Ms. Brodsky circulated an announcement that Peter Palmer had been selected as Freeholder of the Year by the NJ Freeholders Ass'n. The Board congratulated Mr. Palmer. Ms. Brodsky also circulated her notes of positive comments about the library and its staff from the Foundation "Homes of Distinction" event. She also circulated a draft press release that she had worked on the previous day with Kathleen Palmer, who chaired the Foundation event, but which was too long to make this week's Bernardsville News – Charles Zavalick, the editor, will try to run it the following week. Several Board members commented on certain aspects of the press release which they found inaccurate or misleading, including the draft headline and the statement of purpose of the Foundation's \$33,000 gift. Mr. Lemberg reiterated his long-standing view that the Foundation needed to be able to earmark its gifts to attract donors, a view with which several Board members disagreed.

Unfinished Business:

Solar Panels: Mr. Burset reviewed his three futile attempts, starting on March 29, to get information on the county's solar panel projects from Mr. Maresca, who apparently intended to send Mr. Burset information from the attorney for SCIA (the county's selection as a solar panel contractor) but did not actually provide the information. Mr. Miller commented that the school district hasn't gotten much information either.

Recognition of Former Board Members Kellett and Wallace: Ms. Brodsky and Mrs. Cummings presented a plaque to Stephanie Wallace at Mrs. Wallace's home recently. Jim Kellett will join Board members after this evening's meeting to receive his plaque.

New Business: Ms. Thompson briefly described the NJLA Public Policy Committee's proposal for legislation to provide another method of municipal library organization and funding and her view that the proposal has very little chance of passage, and said that, if the Board did not object, she would submit her personal comments on the proposal to the committee. There were no objections but Mr.

Burset asked that she make clear that the comments were hers and not on behalf of the Board; she agreed.

Public Participation: Mr. Deibert said that the last Sunday at 3 program had been a success, mentioned the upcoming Senior Day, and that the Friends were developing their September fundraising letter. Ms. Brodsky is providing input on library needs for their budget.

Mr. Lemberg said that the Foundation was happy with its original response, that the fundraising mailing had brought in \$42,000 and the event, \$22,000. He asked for a photo op presenting a poster copy of the check for \$33,000 to the library. There was further discussion of the draft press release and a consensus that discussion of the state of the library should come from the Board or the Executive Director. Mr. Burset asked Mrs. Orfan to work with the Foundation to revise the press release, since it was not to be printed in this week's Bernardsville News; she agreed to do so.

There being no further business, at 7:05 Ms. Thompson moved to adjourn the meeting; Mr. Miller seconded the motion, which carried.

Respectfully submitted,

Terry A. Thompson
Secretary