

**Minutes of Board of Trustees Meeting
Bernardsville Public Library
July 19, 2011**

Attendance: All Trustees were present. Karen Brodsky, Executive Director, Bernardsville Public Library was 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.

At 5:31, Ms. Thompson moved to go into Executive Session. John La Duc seconded the motion, which carried. At 6:10, the meeting returned to Public Session. Mike Gouldin left the meeting and John Deibert, President of the Friends of the Bernardsville Public Library (“Friends”), Roni Larini, Vice President of the Friends, and Howard Lemberg, Chair of the Bernardsville Library Foundation (“Foundation”) arrived.

Minutes: After discussion, Patrice Cummings moved to approve the May 17, 2011, minutes as amended (to correct four minor typos). Peter Miller seconded the motion, which carried. Mr. La Duc moved to approve the June 21, 2011, minutes as submitted. Mr. Miller seconded the motion, which carried.

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

- She is working with Maribeth Southworth and the Personnel Committee to address the new statute increasing pension and health care contributions by public employees.
- The NJ State Library’s Talking Books and Braille Center’s “Outspoken Library” kiosk is now available at the library. It is designed to allow veterans and others with impaired vision or other disabilities to download 3,000 audiobooks that can be played on a free listening device. The VFW, Post 7858, has donated an iPad® which, along with other listening devices, can be used to access the audiobooks.
- The library passed its most recent fire inspection.
- Board issues: since there has been no change in the law, no action will be taken on an AED; the board accepted the VFW’s gift iPad; agreed to a trial of videoconferencing equipment (the gift of the equipment from Michael Landau was accepted conditionally); and voted to permit the library to sponsor a free tutoring program for the GED and to rescind its former ban on library sponsorship of tutoring programs (motion by Maribeth Southworth amended by Ms. Thompson, both motion and amendment seconded by Mr. La Duc). Mrs. Cummings moved to accept Carole Stern’s proposal to consult with other libraries on their ESL programs and turn the proceeds of such consulting engagements, if any, over to the library; Ms. Thompson seconded the motion, which carried unanimously.
- Ms. Brodsky requested that the Long-Range Planning Committee meet to reevaluate the current plan in light of new and expanding technologies potentially affecting all areas of the library’s operations.
- In response to Ms. Brodsky’s question, Mr. McCrossan stated that the Borough’s tax bills, due out shortly, will contain a brief explanation of the new separate tax line for the library.

Treasurer's Report: Mr. La Duc presented the Treasurer's Report, mentioning that it is based on the final 2011 budget as approved by the Board last month, that the Foundation's contribution was received in July and will be reflected in the July Treasurer's report to be presented at the August Board meeting, and that salaries are still under budget because we have "limped along" without a Youth Services Director for more than half the year. Mrs. Cummings moved to approve the Treasurer's Report, to pay the new bills received from July 1-19, 2011 and to ratify the payment of bills received and paid from June 22-30, 2011. Lucy Orfan seconded the motion, which carried by unanimous roll call vote.

Committee Reports:

Finance, Long-Range Planning, Personnel: No reports, but LRP will schedule a meeting.

Policy: Mrs. Orfan presented four recommendations from the Policy Committee:

1. To retain the current Public Communications policy without change, moved by Mrs. Orfan, seconded by Ms. Thompson, carried unanimously.
2. To use "Silver, Gold, Platinum" for the gift levels previously set, and to include the Bernardsville Library Foundation's gifts in the annual recognition; moved by Mrs. Orfan, seconded by Mr. La Duc, carried unanimously. Mr. Lemberg inquired about a donor that did not wish his or her name to be made public; Ms. Thompson responded that the usual treatment in such cases was to list the gift at its proper level as "Anonymous".
3. To change the Vacation Policy section of the Personnel Manual by substituting the appropriate number of "weeks" for "days" and more clearly defining "week". This is a clarification and not a substantive change. Ms. Thompson moved to make this change; Mr. La Duc seconded the motion, which carried by a vote of seven ayes to one nay.
4. To modify the Fund Development Plan by removing the "Great Efforts" section, which has been accomplished; moved by Mrs. Orfan, seconded by Ms. Southworth, carried unanimously. The Vendor and Volunteer Fundraiser Models will remain in effect.

Communications: Mr. Burset read and circulated Jim Kellett's thanks for the framed print commemorating his service as a Board member and our Treasurer.

Unfinished Business: Solar Panels: Mr. McCrossan agreed to contact appropriate officials in the Somerset County government to have someone come to meet with the Library Board to explain and answer questions. Ms. Thompson suggested we invite the Somerset Hills School District Board to any such meeting, to which there was agreement.

New Business: Attendance for the scheduled August meeting was discussed, but no decision was reached on a date change; the meeting will take place on August 16 as scheduled unless we do not have a quorum. Mr. Burset will place continuing education for trustees and the possibility of opening meetings with the Pledge of Allegiance on the agenda for the next meeting.

Public Participation: Mr. Lemberg said that there was no significant news from the Foundation but noted that a publicity picture had been taken with the enlarged check.

Mr. Deibert said that the Friends would discuss the request for \$17,000 for the Safe Spaces program, which would come from its Blumenschine fund for capital projects, at its meeting on July 20. The

Friends are continuing to work on their donors' list for their fall fund drive, fast approaching. He added that he hoped all three groups, the Board, Foundation and Friends, would "keep pulling together". At 7:25 Mr. La Duc moved to go into Executive Session. Mr. Miller seconded the motion, which carried. At 7:27 the meeting returned to public session and Mr. La Duc moved to adjourn. Mrs. Orfan seconded the motion, which carried.

Respectfully submitted,

Terry A. Thompson
Secretary