

**Minutes of Board of Trustees Meeting
Bernardsville Public Library
November 17, 2009**

Attendance: Trustees Russ Giglio and John McCrossan were absent. Tom Shea, President of Friends of the Bernardsville Public Library (“Friends”), John Deibert, the incoming president of the 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. Shea reported that the Friends budget would be up for approval at their annual meeting on November 18.

Minutes: Donald Burset moved approval of the minutes of the October meeting with one spelling correction, one change and one addition. Jim Kellett seconded the motion, which carried.

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

- The Board concurred with her recommendation to change the “Birthday Books” policy to a quarterly birthday recognition date.
- Plans are moving along for the 10th anniversary celebration next February. Madelyn English is arranging an art show, and has invited the Bernards High Madrigal group to sing. The celebrations will be February 27 and 28. The Mayor and Board President will each speak. Ms. Brodsky suggested that we ask special guests who were important to the building of the new library. Terry Thompson suggested that first on that list should be the Rev. Kathryn Henry, formerly of Bernardsville (now Tewksbury), without whom the library would never have existed.
- Ms. Brodsky reported on Operation Medicine Cabinet, and on the lighting installation.
- There was a brief discussion of a commemorative item for the 10th anniversary; T-shirts and travel mugs were mentioned. Maribeth Southworth will work with Ms. Brodsky to select an item.
- The internet filter continues to be a problem but the staff continues to manage the problem.
- Ms. Brodsky reminded of the anniversary to be celebrated at the 11/18, 9 am staff meeting.

Treasurer’s Report: Mr. Kellett reviewed the Treasurer’s Report and bills, thanking Ms. Southworth for a generous contribution and the Local History volunteers for their funding of the Crater photographs collection. He commented on the electricity bill, the Treasurer’s and budget’s regular bugaboo – no worse than usual, but still sizable. He also mentioned that we would make some reserves available for use. Ms. Thompson moved to approve the Treasurer’s Report, to pay the new bills received from November 1-17, 2009, and to ratify the payment of bills received and paid from October 21-31. Mr. Kellett seconded the motion, which carried by a unanimous roll call vote.

Committee Reports:

Finance: Mr. Kellett discussed the meeting he and Ms. Brodsky had had with the Finance Committee of the Borough Council, saying that he was pleased with how it had gone and the attitudes of committee members. He recommended that we reconsider submitting a capital request for 2010. Ms. Thompson moved that we drop the capital request; Mr. Burset seconded the motion, which carried. We briefly discussed a presentation to the Borough Council, and also that we should send "Save the Date" notices to the members of the Council.

Foundation Research: will interview two additional consultants before the next board meeting and will report then.

Personnel: Did not meet, but will revisit the incentives not to participate in the health care insurance program.

Policy: Met, decided not to recommend the vendor recognition program that had been suggested, also decided there was no present need to revisit the quiet room use policy.

Long-Range Planning: Mr. Burset and Ms. Brodsky presented a State Library initiative for a Library Transformation assistance program. Libraries that seek to participate must file their application on very short notice and also must pledge to invest at least \$5,000 if selected, and if the proposals of the transformation team meet with the library's approval. After discussion of the somewhat tenuous nature of the State Library initiative, Mr. Burset moved that the Board should inquire whether the Friends would pledge the \$5,000 investment. Ms. Southworth seconded the motion, which carried.

Communications: Ms. Brodsky mentioned the letter to the Congdon-Overlook Masonic Lodge, asking to be included in their annual year end giving.

Old Business: Lighting: running behind schedule, Pat Kennedy-Grant is managing the difficulties with her usual skill. The stacks have to be moved once again! Ms. Thompson reminded of the holiday party to be held on Friday evening, November 20 at 5:30.

New Business: Mrs. Wallace appointed a nominating committee consisting of Lucy Orfan, chair, Peter Miller and Maribeth Southworth. Ms. Brodsky commented on an evaluation form for fund-raising projects, saying that she found it very helpful and that it had resulted from a "webinar" that cost \$10. Board members also commented that they had been surprised to learn that the Bernardsville Chief of Police does not have a public email address at the Borough. (The Mayor, the Council member, and all borough staff have such addresses).

There being no further business, Ms. Thompson moved that the meeting adjourn at 6:50 p.m. Mr. Burset seconded the motion, which carried.

Respectfully submitted,

Terry A. Thompson
Secretary