

**Minutes of Board of Trustees Meeting
Bernardsville Public Library
February 16, 2010**

Attendance: All trustees were present. Kenneth Grounds, a principal of the McCormack Group and of Educational Foundation Consulting, and Karen Brodsky, Executive Director, Bernardsville Public Library, were also present.

Stephanie Wallace called the Board of Trustees (“Board”) meeting to order at 5:30 p.m. and read the Open Meeting Notice. She then introduced Ken Grounds, who presented a summary of his proposal to support the establishing of a foundation to create an endowment fund for the library.

Mr. Grounds’s experience includes work in merging large charities (the McCormack Group), for public schools and libraries (Educational Foundation Consulting). He highlighted the services that his group was prepared to perform, including recruiting the initial board members for a foundation, startup, legal documentation including a 501 (c) (3) filing with the IRS, and ongoing support. He discussed the time normally required for service on such a foundation board at its outset (4 hours a month for members, a little more for officers) and the types of giving one might pursue. He answered many questions from board members, and suggested that a foundation should not rely on special events. Mr. Miller left the meeting at 6:30. Mrs. Wallace thanked Mr. Grounds for his excellent presentation, and his willingness to slog through the snow to join our meeting; Mr. Grounds left the meeting at 6:40.

Foundation Discussion: Mr. Burset mentioned that the concerns expressed by the Friends of the Library board members seemed to have been alleviated by the meeting on January 12. Mr. McCrossan pointed out that library funding is to some degree at the mercy of the state legislature, which is revamping the entire budget process; the state will be deeper in recession, and longer, than others. The library needs budget increases while the property values, which determine our allocation from the Borough, continue to drop. Mr. Kellett said that we should act on this issue sooner rather than later. After further discussion, we tabled the item until the March meeting.

Minutes: Ms. Southworth moved approval of the minutes of the January meeting as submitted; Mrs. Cummings seconded the motion, which carried.

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

- Ms. Brodsky described the “stimulus package” grant applications she has completed, with thanks to Mr. McCrossan; first priority is conversion of the heating to gas. Mr. McCrossan asked if the borough’s grants committee could use a room at the library to prioritize all the borough projects to be submitted; the answer was yes, the small meeting room was available.
- Ms. Brodsky asked the policy committee to look at the laptop rental policy.
- We discussed the plan for the 10th Anniversary Celebration. Only slightly less complex than the invasion of Normandy! Well done, Karen and staff.

Treasurer's Report: Mr. Kellett reviewed the Treasurer's Report and bills, mentioning that the electricity run rate for the first two months of 2010 was comparable to the same period in 2009, and pointing out the move of the 2009 carryover funds to the available reserve and an apparent increase in materials spending that resulted from orders placed, but not delivered, in 2009. Ms. Thompson moved to approve the Treasurer's Report, to pay the new bills received from February 1-16, 2010, and to ratify the payment of bills received and paid from January 20 -31, 2010. Mr. Buset seconded the motion, which carried by a unanimous roll call vote.

Committee Reports:

Finance: Mr. Kellett asked for a motion to approve amending the 2010 budget request and sending a letter to the Borough Finance Committee describing this change. Mrs. Wallace made that motion, which was seconded by Ms. Thompson and carried, Mr. McCrossan abstaining.

Personnel: After discussion of the fact that the school district offers 30% of the health insurance premiums as waiver compensation, Mrs. Wallace moved to increase our offered compensation by 10%, from 20% to 22% of premiums (from \$1400 per person to \$1540 per person). Ms. Southworth seconded the motion, which carried by a vote of 5 ayes to 3 noes.

Policy: did not meet.

Long-Range Planning: did not meet.

Foundation Research: discussed earlier in meeting.

Communications: Mr. Buset commended our two winners of Somerset County Outstanding Women awards for 2009, Karen Brodsky and Terry Thompson. Copies of the reservation form were circulated.

Old Business: The lighting project should be completed shortly; Mr. McCrossan will check on the energy audit.

Further 2010 Reorganization matters: Mrs. Wallace has asked Ms. Southworth to serve on the Finance Committee and Mrs. Cummings on the Personnel Committee; both accepted.

New Business: We decided to invite our county representatives to the state legislature, Kip Bateman, Denise Coyle and Pete Biondi, to the anniversary celebration. We also noted our appreciation for all the work done by the staff on the celebration, and to Karen Brodsky, Jim Kellett and John McCrossan for the grant applications, which were created incredibly rapidly and well!

There being no further business, at 8 p.m. Ms. Thompson moved that the meeting adjourn. Mrs. Cummings seconded the motion, which carried.

Respectfully submitted,

Terry A. Thompson
Secretary