

**Minutes of Board of Trustees Meeting
Bernardsville Public Library
January 20, 2009**

Attendance: All members were present except Russ Giglio and Pete Miller. Terry Thompson arrived at 5:50 pm. John Deibert, Finance Chair of the Friends of the Bernardsville Public Library (“Friends”) and Karen Brodsky, Executive Director, Bernardsville Public Library, were also present.

Stephanie Wallace called the Board of Trustees (“Board”) meeting to order at 5:33 p.m. and read the Open Meeting Notice.

Public Participation: Mr. Deibert introduced himself, and reported on the Friends’ community fund-raising efforts so far. Although donations are still coming in, the fund drive is still running behind the budget by about \$5,000. The Friends’ board, working with Ms. Brodsky, will try to choose budget areas to reduce with the least impact on services. Mr. Deibert thinks that contributions in the next couple of years may be even lower, but is hoping for the best. He thanked the staff for their hard work and said that the Friends would keep the board informed on budget issues.

Minutes: Maribeth Southworth moved approval of the minutes of the meeting of December 16, 2008, as submitted; Lucy Orfan seconded the motion, which carried.

Director’s Report: Karen Brodsky commended department heads Rosalie Baker, Madelyn English and Pat Kennedy-Grant for their responses to the severe roof leaks on Christmas Eve and during the holidays, putting aside their own holiday plans to make sure the library facilities were protected and repaired. Their efforts were “above and beyond”; the Board members joined in offering our heartfelt appreciation. Mrs. Wallace moved resolutions to authorize awards of contracts where the contracting party was not selected in an open bidding process, for book purchases from Baker & Taylor, for computer and software maintenance for the Polaris Integrated Library Computer System from GIS Information Systems, Inc., dba Polaris Library Systems, and for janitorial and facility maintenance services to Dublin Maintenance Contractors, Inc. Donald Burset seconded the motions, which carried unanimously.

Treasurer’s Report: Jim Kellett reviewed the Treasurer’s Report. While we had hoped to retain \$25,000 budgeted to come from operating reserves, we were only able to retain \$19,470. The additional \$5,500 in expenses resulted from HVAC needs and less unpaid vacation time taken by staff (greater salary payments). The 2008 budget overestimated interest income, photocopy income and room rent. The electric bill for January 2009 was \$1,000 more than that for January 2008, but the total for all of 2008 was \$3700 less than the total for \$2007. The revised Schedule of Accounts is due to the discovery that a check written early in the year for \$249, and posted, had in fact been voided – good catch by Jim Kellett and good work finding the source of the problem by Madelyn English. Terry Thompson moved to pay the new bills received from January 1-20, 2009, and to ratify the payment of bills received and paid from December 17-31, 2008. John McCrossan seconded the motion, which carried by unanimous roll call vote. We discussed the small amount of interest that is earned on restricted funds, deciding that the least burdensome treatment is to leave the interest in the restricted account but to have it available for nonrestricted purposes. As the total amount is in two figures (before the decimal point), simplicity in its handling is desirable.

Committee Reports:

Finance: There was a brief discussion of the drop in residential ratables from 2009, a drop of about \$141 million; the effects will not be reflected in the library's budget until 2010. Ms. Brodsky, Mrs. Wallace and Mr. Kellett discussed the budget reduction document in the Board package and some potential effects of the cuts, particularly in the newsletter frequency. Mrs. Wallace expressed her regret that one casualty of the budget process is that Ms. Brodsky will not be able to attend a major library conference this year.

Personnel, Policy: No reports

Long-Range Planning: One further interview has taken place; it was very positive.

Nominating: Lucy Orfan offered the following slate: President, Stephanie Wallace; Vice-President, Donald Burset; Secretary, Terry Thompson; Treasurer, Jim Kellett. There were no further nominations, and the slate was accepted unanimously.

Communications: The Board members noted their disappointment and regret that Tom Shea (President of the Friends) had expressed such a negative reaction to the Borough Council's December proclamation applauding the library's 2008 HAPLR rankings.

Old Business: The energy audit grant to Bernardsville has been approved by the Freeholders.

New Business: There was a thorough discussion of the League of Municipalities' resolution to attempt to change the library funding formula in state law, and of the NJLA's proposed response to it. Ms. Thompson moved to adopt a resolution objecting to the League of Municipalities proposal, but to revise the draft provided by NJLA and have the Policy Committee review the revisions. Ms. Southworth amended the motion to add that the revisions should not alter the sense of the NJLA resolution. Ms. Thompson accepted the amendment. Mr. Burset seconded the amended motion, which carried unanimously. Mrs. Wallace moved to reauthorize the executive director as the library's purchasing agent; Mr. Burset seconded that motion, which carried unanimously.

At 7:20 p.m., Mrs. Wallace moved that the Board go into executive session to discuss a personnel matter; Mr. Burset seconded the motion, which carried. At 7:35 p.m., the executive session ended and Mr. Burset moved to adjourn the meeting. Mr. Kellett seconded the motion, which carried unanimously.

Respectfully submitted,

Terry Thompson, Secretary