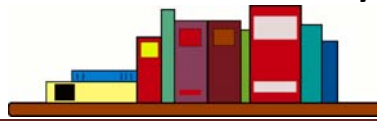


Friends of the Bernardsville Public Library Board of Directors



May 3, 2017 Agenda 7:30

In attendance: Jamie Bertoni, John Bertoni, Pat Carroll, Tim Coleman, Lori Pakrul, Sarah Glazar, Debbie Heimerl, Amy DeMilt, Maria Myer, Nancy Gougen, Nancy Verduin

Leslie Brown Witt, Shura Arnold, Terry Thompson

Not in Attendance: Shikha Mayer, Dan Lincoln, Joanne Kavanaugh, Roni Larini, Kate Harris, Denis Dooley,

President remarks- Nancy

Minutes April- approved

Library budget- was not approved. Action to be taken by the library to cover the short fall includes keeping summer hours for Saturday for the rest of the year and closing at 5 on Thursdays. Each area also reduced optional spending. The Friends advised Shura that requests should be made to the Friends to help reduce the impact to programs and events or materials.

Volunteer fair- Jerry Clark expressed interest in the Friends and will be involved to future meetings. With no current vacancies, Jerry would be welcome as a non voting board member.

Vice President Remarks- John

No additional information

Correspondence – Maria

A thank you letter was received from Shura, thanking the board for the new color copier.

Recording Secretary- Katherine- Absent

Approval of meeting minutes- March

Treasurer's report- Bob Baker- Absent

Library Update- Shura Arnold

Furniture update-At this point, no free furniture is available and the library no longer feels the furniture is necessary so the request has been closed.

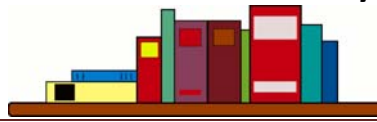
As noted above, the library has made the necessary cuts in hours and budget items to meet the shortfall. In addition, the expected utilities saving have not been realized. The Friends advised heat during the concert of Sunday 4/30 was extremely hot and all doors to the community room had to be opened.

Reports by committee chairs-

Volunteer Recognition- Sarah / Lori

April National Volunteers week Recap-Event was well received with 52 attendees. Complete notes and suggestions were shared. The Volunteer committee is recommending a change in week/month as limited Friends were available to assist.

Friends of the Bernardsville Public Library Board of Directors



Junior Volunteer recognition- Planning underway for this event that will be held in advance of the next board meeting on 6/7 at 7 PM

Programs- Dan - Absent

April 30th concert recap- \$27 collected (Nancy to give to Bob) and 42 attendees. They group was very well received.

Movies 5/12 Pat, Dan, Denis, Tim- First Movie to be held on 5/12 at 2 PM. Simple, light refreshments are to be served.

Senior breakfast planning- 6/2 event- Please mark your calendars. Please consider what dished you can contribute.

Fundraising-Katherine Harris- Absent

October event- Save the date?

Campaign subcommittee- due to meet again on 2017/18 campaign on 5/17 at 7 PM

Public Relations- Subcommittee met (Bob, Denis, Shikha, Maria, Nancy & Nancy G)

Maria- great job on social media, thanks for volunteering to do the newsletter article

Nancy G- Met with Madelyn on website updates

Make sure use sign for Movies, summer program, senior breakfast, concerts

Bob reviewed signage for DVDs, Play Aways, Rental Books. Large Print Books,

Madelyn updated Website for ancestry.com, Museum passes

Letters to the editor

Photos- group/individual

Ambassadors-

CDs for the housebound- Denis Absent but had provided the following update: 4 CD players were and 10 CDs were provided to the VNA for shut ins. If well received, we will provide more of both.

Finance- Jamie Bertoni- no new updates

Public Comments

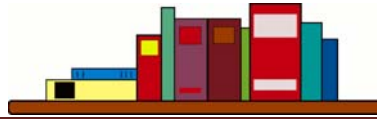
Board of Trustees- Terry- no additional updates

Foundation- Leslie- reminder the Homes of Distinction is set for 6/4 at the USET and that invitations have been sent. The Friends will reach out to Joan as to contributing a basket. \$5 donation for board members is requested but optional. Wine is also needed for the wine pull (\$20 or more)

Old Business/new business

Next board of Directors meeting June 7th, 2017 (NOTE 7 PM)

Friends of the Bernardsville Public Library Board of Directors



Friends of the Bernardsville Public Library Key Dates 2017

Meeting Dates: (half the room unless noted otherwise):

1/4/2017

2/1/2017

3/1/2017

4/5/2017

5/3/2017

6/7/2017-Youth Awards (whole room)

7/5/2017

8/2/2017

9/6/2017

10/4/2017

11/1/2017-annual meeting (whole room)

Concerts:

Jan. 29

April 30

Oct. 1

Dec. 10

June 2 Senior's day

National Volunteer Week celebration: April 23-29

Ice Cream Social: August TBD

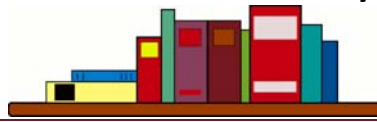
Annual Campaign: October 2016

National Friends of the Library Week: October 15-21

October Event- Bernards Inn- 10/27

Bingo- 1/20, 3/24

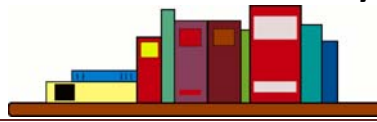
Friends of the Bernardsville Public Library Board of Directors



2017 Committee Assignments/Task Forces

National Friends	Finance	Fundraising	Nominating	Programs	PR	Volunteer
Pat Carroll	Jamie Bertoni	Katherine Harris	Shikha Mayer	Dan Lincoln	Vacant	Sarah Glazar
Maria Myers	Bob Baker	Steve Autenrieth	Steve Autenrieth	Pat Carroll	Bob Baker	Debbie Heimerl
Nancy Verduin	John Bertoni	Jamie Bertoni	John Bertoni	Shikha Mayer	Denis Dooley	Denis Dooley
	Debbie Heimerl	Pat Carroll		Nancy Verduin	Shikha Mayer	Roni Larini
		Debbie Heimerl *Co chair- correspondence			Maria Myers	Lori Pakrul * in training
Campaign		Joanne Kavanaugh		Movie	Nancy Verduin	
Jamie		Roni Larini		Dan	Nancy Goguen	
John		Nancy Verduin		Pat		
Debbie				Denis		
Lori				Maria		
Nancy				Tim		

Friends of the Bernardsville Public Library Board of Directors



Meeting agenda topic key dates:

1. January:
 - Finalize committees
 - Donor acknowledgement letters sent
2. February
 - Fundraising committee preliminary planning
 - Volunteer committee preliminary ideas for April Volunteer Week events
 - Public Relations committee preliminary planning
3. March
 - Campaign task force preliminary planning- will get on everyone's calendar
4. April
 - Volunteer recognition event
 - Volunteer committee- Junior Recognition award planning
 - Fundraising committee 2017 plans formalized
5. May
 - Programs- Senior breakfast planning
 - Public Relations- Newsletter July/Aug
 - Friends Celebration task force initial meeting
 - Campaign Planning update
6. June
 - Junior Recognition award event
 - Senior breakfast
7. July
 - Fund raising update
 - Public Relations- Newsletter Sept/Oct
 - Friends Celebration task force plans formalized
8. August
 - Finance-Initial Budget development
 - Fund raising update
 - Develop and finalize annual letter
 - Finalize campaign details/ letter/listing
9. September
 - Finance- Preliminary Budget 2018 presented
 - Nominating committee- initial discussion officers and committee chairs for 2018
 - Public Relations- Newsletter Nov/Dec (this is the annual letter)
10. October
 - Finance- Budget 2018 finalized
 - Campaign letter sent
 - Friends week celebration
 - Nominating committee- officers and committee chairs for 2018 finalized
11. November
 - Annual meeting
 - Budget approval
 - Committee Chair/Officers