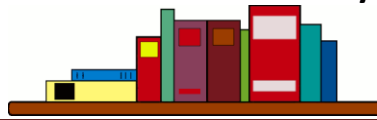


# Friends of the Bernardsville Public Library Board of Directors



## August 2, 2017 Minutes

### **In attendance:**

Roni Larini, Lori Pakrul, Tim Coleman, Debbie Heimerl, John Bertoni, Jamie Bertoni, Nancy Goguen, Shikha Mayer, Jerry Clark, Terry Thompson, Leslie Witt Brown, Shura Arnold Guest Lynn Vinegra

### **Not in attendance:**

Amy Demilt, Robert Baker, Maria Myers, Katherine Harris, Denis Dooley, Joanne Kavanaugh, Steve Autenreith, Sarah Glazer

### President remarks- Nancy

Nancy welcomed Lynn who has expressed an interest in fundraising activities for the library (library, Friends or Foundation). Lynn, a local resident, provided suggestions for fundraising through the meeting.

### Vice President Remarks- John

John deferred comments to Leslie concerning the foundation. HOD generated \$22,000 this year, \$30,000 less than prior year. This is largely attributed to the time of year (June) and a location that is open to the public. Ideally 2018 HOD will be held in March.

Endowment is at \$330,000 which is 10% of goal. This is without a public announcement.

### Correspondence – Maria

None- Maria was not in attendance but has since indicated no correspondence

### Recording Secretary- Katherine

Approval of meeting minutes- July  
Kate not in attendance

### Treasurer's report- Bob Baker

Bob not in attendance

### Library Update- Shura Arnold

Shura provided an update on the 72 hour pop- up space program which was very well received. The library partnered with the schools to create an intensive, high quality event shown in a short period of time. There were 824 touchpoints of varying interest to the patrons. This was an opportunity to showcase the school work and a great ROI for the library. Shura expressed interest in the library planning and offering more of these types of events.

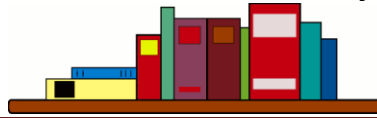
Shura will be presenting the proposal for the mobile app to the board of trustees at the next meeting.

### Reports by committee chairs-

#### Programs- Dan

Movies report: 7/28 movie- recap: 9 attendees, next movie 8/25 My Blue Heaven  
Ice Cream Social- August 14<sup>th</sup> Penguin

## Friends of the Bernardsville Public Library Board of Directors



Dan was not in attendance but a report was given by Nancy concerning the movie event in which there were 9 attendees. John indicated he maybe able to attend and help run the August event.

Terry indicated she had attended an event with a wonderful classical trio (cello, flute and violin) which she recommended.)

Shikha, Jamie and Debbie indicated they would be able to help with the ice cream social. Maybe Denis for the whip cream? 8/14 at 5:30. Penguin ice cream will be donating again. Napkins, spoons, bowls needed?

### Fundraising-Katherine Harris

September Bingo- 9/22 Fall Bash Bingo- if at least 30 people raffle off Fall Bash Ticket?

- Jersey Mikes? Who is getting subs? Kate?
- Other raffle prizes?
- Volunteers?
  - Roni, Jamie and John, and Janet has subsequently indicated she will be available to assist

October event- sandwich board and lawn signs received- \$300 in cost

Lawn signs: 1. Maria/Nancy (received), 2. Lori/Nancy/Sarah (received- Lori), 3. Tracey R on Olcott, 4. Dottie V on Mullens (Lori took for Tracey and Dottie) , 5. Terry, 6. Pat, 7. Ask Caroline 8. Nancy G 9. Bob (or covered by Tracey?) 10. Mt Airy?

- Post signs Labor day after,

Need silent auction items: have Myrtle Beach condo, Lavellette beach house, four some Basking Ridge CC, Jerry looking for another golf outing, what else?

- Restaurants: do not ask Vine, Settee, or old Mill as the Foundation received donations from them
- Wine
- Baskets? The lottery ticket basket went over well, a few people go in together?
  - Shura has baby basket
  - Foundation wine basket
  - Shikha- basket

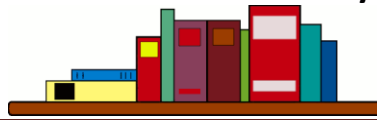
Address areas of opportunity from last year:

- Silent auction item checkout
- Table reservations for groups
- Ask Joanne for suggestions

Committee meeting 8/23

Campaign subcommittee- Letter draft attached for your review- provide comments to committee members: Lori, Jamie, Debbie, Amy or Nancy

# Friends of the Bernardsville Public Library Board of Directors



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

National Friends of the Library Week- October 15-19

- See checklist of activities
- Approval for Up to \$200 for event? Spend some to get more during campaign

Nancy presented the tentative plans for the October Friends of the Library week which included month long recognition of what the donations to the Friends provides for the library. All in attendance were in favor of spending up to \$175 for the event. Assistance will be needed in creating the scavenger hunt and potentially having a Friends board member at the library to assist thought out the week.

The committee will reach out to the schools to look for a teacher/classroom to partner on the bookmark event.

CDs for the housebound- Denis was not in attendance.

Finance- Jamie Bertoni- Preliminary budgeting will begin this month.

Volunteer Recognition- Sarah / Lori Not specific events for the committee until the holiday bags in December.

Nominating- Shikha- who is leaving in November? Shikha will reach out to board members to determine who will be stepping down in November.

## Public Comments

Board of Trustees- Terry/Patrice

Foundation- Leslie- As noted above

Old Business/new business

Next board of Directors meeting sept 6<sup>th</sup>, 2017

## **Friends of the Bernardsville Public Library Key Dates 2017**

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

9/6/2017 , 10/4/2017, 11/1/2017-annual meeting (whole room)

**Concerts:**

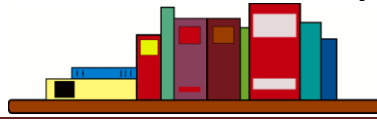
Oct. 1 ? Dec. 10

**National Volunteer Week celebration:** April 23-29

**Ice Cream Social:** August 14

**Annual Campaign:** October 2017

# Friends of the Bernardsville Public Library Board of Directors



**National Friends of the Library Week: October 15-21**

**October Event- Bernards Inn- 10/27**

**Bingo- 1/20, 3/24, 9/22**

## 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 |
| <b>Campaign</b>  |                | Joanne Kavanaugh                         |                  | <b>Movie</b>  | Nancy Verduin |                           |
| Jamie            |                | Roni Larini                              |                  | <b>Dan</b>    | Nancy Goguen  |                           |
| John             |                | Nancy Verduin                            |                  | Pat           |               |                           |
| Debbie           |                |  |                  | Denis         |               |                           |
| Lori             |                |  |                  | Maria         |               |                           |
| Nancy            |                |  |                  | Tim           |               |                           |

## Meeting agenda topic key dates:

### 1. August

- Finance-Initial Budget development
- Fund raising update
- Develop and finalize annual letter
- Finalize campaign details/ letter/listing

### 2. 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)

### 3. October

- Finance- Budget 2018 finalized
- Campaign letter sent
- Friends week celebration
- Nominating committee- officers and committee chairs for 2018 finalized

### 4. November

- Annual meeting
  - Budget approval
- Committee Chair/Officers