

**Minutes of the Board of Trustees Meeting
Bernardsville Public Library
February 16, 2016**

Attendance: In Attendance- Patrice Cummings, Skip Orza, Valerie Zanardi, Terry Thompson, the Mayor's alternate, Michael dePoortere and Lucy Orfan, were present. Frances Wood and Richard Diegnan were absent. Mark Krook joined by phone during the meeting. Shura Arnold, Library Director was present. Leslie Brown-Witt from the Foundation and Roni Larini from the Friends were also present.

President Terry Thompson called the meeting to order at 5:34 PM and read the Open Public Meeting Notice, followed by roll call.

Minutes: The January 19, 2016 meeting minutes were approved without amendment.

Director's Report: Ms. Arnold presented a brief overview.

Treasurer's Report: Ms. Thompson presented the monthly Treasurer's Report in Mr. Krook's absence. There were no unusual bills or income amounts. There were no outstanding items. We finished 2015 under budget on the expense and income. Ms. Cummings moved to approve the Treasurer's Report, to pay the new bills received from February 1, 2016 – February 16, 2016 and to ratify the payment of bills received and paid from January 19, 2016 – January 31, 2016. Dr. Orfan seconded the motion, which carried by unanimous roll call vote.

Committee Reports:

Finance Committee: Met to finalize the 2016 budget. After a brief discussion, Mr. Orza moved to submit our 2016 budget to the Borough Council. Ms. Cummings seconded the motion which was approved by unanimous roll call vote.

Policy Committee: Did not meet.

Personnel Committee: Met and took a tour of the library's basement space. They will be meeting later this month.

Planning: Met earlier today. It was decided that the committee will research and review all the options of joining (or not) a consortium and make a presentation to the full board with their recommendations. They are aiming for the June board meeting, if not before. This decision will help clarify our future re-purposing needs.

Communications: None.

Public Presentations: Roni Larini of the Friends of the Bernardsville Library informed us that the last Bingo night was successful with 59 players participating. There will be four more scheduled this year. The next is scheduled for April 29. Also, the Volunteer Luncheon will take place on April 11th.

Leslie Brown-Witt of the Bernardsville Library Foundation reported that the Library Foundation has given \$25,000 to the library and they have three additional gifts scheduled on a quarterly basis for the remainder of this year. There is a fundraising focus group scheduled for next week.

Unfinished Business: The required certifications from vendors Baker and Taylor and Innovative Interfaces, Inc. were received. After a review of those documents Ms. Zanardi moved to accept them as no bid contract vendors. Ms. Cummings seconded the motion which passed by a unanimous roll call vote.

New Business: Ms. Thompson informed the Friends that they were going to receive a gift from the estate of Elizabeth Dillon in the amount of \$5,000.

Executive Session: Ms Cummings moved to go into executive session to discuss financial matters. The motion was seconded by Mr. de Poortere. All voted in favor. We went into Executive session at 6:23 PM.

We returned to the public session at 7:04 PM.

The meeting was adjourned by Ms. Thompson at 7:05 PM.

Respectfully Submitted,

A.Q. Orza II