

**Minutes of the Board of Trustees Meeting
Bernardsville Public Library
Approved with Corrections April 21, 2015**

Attendance: In Attendance- President Terry Thompson, Lucy Orfan, Patrice Cummings, Skip Orza, Frances Wood and Valerie Zanardi (arrived at 5:32 PM), Richard Diegnan and Mark Krook. Kevin Sooy and or designee, Michael dePoortere were absent. Madeline English, Business Manager, Leslie Brown-Witt from the Foundation and Roni Larini from the Friends were also present.

President Terry Thompson called the meeting to order at 5:30 pm and read the Open Public Meeting Notice, followed by roll call.

Minutes: The March 17, 2015 meeting minutes were approved with minor amendments.

Director's Report: Ms. English presented highlights from the Director's report. The borough has included in their budget a capital expense to replace the heating system in the library.

Treasurer's Report: Mr. Krook presented monthly Treasurer's Report. There were no unusual bills or income amounts. There were no outstanding items. We are \$30,000 down on the expense side. Mr. Krook moved to approve the Treasurer's Report, to pay the new bills received from April 1, 2015 – April 21, 2015 and to ratify the payment of bills received and paid from March 18, 2015 – March 31, 2015. Ms. Cummings seconded the motion, which carried by unanimous roll call vote.

Committee Reports:

Finance Committee: The Committee met on April 1st. The borough has agreed to pay the \$767 for the conduit needed for the Verizon FIOS connection. They have reviewed all the technology proposed improvements.

Policy Committee: The Committee met on April 16th. A proposal was made by Dr. Orfan to accept the new Promotional Availability Policy dealing with treatment of advanced degrees. It was seconded by Mr. Orza. The motion was approved unanimously by a voice vote.

Personnel Committee: This Committee met the week of April 13th. The Pro-rated Sick Time for Part Time Employees was discussed at their meeting. After a discussion of the issue, the Board decided that this would not be pursued at this time.

Planning: The Board discussed the latest proposal being made at BHS for a new media center. It was decided to move forward with our plan of repurposing of the current upstairs space in the library. The borough has given us a small space downstairs which is approximately 1,000 sq. ft. and may be able to house the Local History room and provide storage space for the Friends and library.

Communications: Two letters were received. One from a non-resident library patron commending the library and staff for the superior service they received. The other congratulating Joan Contess on the selection of the Home of Distinction fundraiser venue.

Old Business: None

New Business: See above regarding Pro-rated Sick Time for Part Time Employees.

Public Participation or Comments:

Friends of the Library: There will be a Volunteers Luncheon at the library on May 18th. Bingo Night will take place on May 29th. They are planning two Fall fundraisers. More to follow as the details are finalized.

Bernardsville Library Foundation: Their 2015 fundraiser (Homes of Distinction) was held on April 12th. They expect to have raised close to \$30,000. Their 2015 fundraising appeal letter will be going out the first week in May. They are looking to increase their fundraising efforts through new corporate donors and have begun working on their major donors campaign.

The meeting was adjourned by Ms. Thompson at 6:25 PM.

Respectfully Submitted,

A.Q. Orza II