

**Minutes of the Board of Trustees Meeting
Bernardsville Public Library
April 18, 2017**

Attendance: Richard Diegnan, Mark Krook, Lucy Orfan, Terry Thompson, Frannie Wood and Valerie Zanardi were present in person. Skip Orza was present by conference telephone, from 5:35 pm. Patrice Cummings was present by conference telephone from 6:15 pm. Kevin Sooy and Michael de Poortere were absent. Alexandria Arnold, Executive Director, Bernardsville Public Library; Nancy Verduin, President of the Friends of the Bernardsville Public Library (“Friends”); Leslie Brown-Witt, President of the Bernardsville Library Foundation; Department Heads Madelyn English; Pat Kennedy-Grant; and Tammy Lee were also present.

President Terry Thompson called the Board of Trustees (“Board”) meeting to order at 5:34 p.m. and read the Open Meeting Notice, followed by the Pledge of Allegiance.

Minutes: The minutes of the March 2017 meeting were approved as submitted.

Director’s Report: Ms. Arnold added to her written report that the Friends of the Library have agreed to purchase and present a color photocopier to the library. It will go into the Technical Services area.

Treasurer’s Report and Bills: Mark Krook presented the Treasurer’s Report and bills, noting that we have seen no reductions so far in the electricity bills since the addition of the gas pre-heat units. Mr. Krook moved to approve the Treasurer’s Report, to pay the new bills received from April 1-18, 2017, and to ratify the payment of bills received and paid from March 22-31, 2017. Rich Diegnan seconded the motion, which carried by unanimous roll call vote.

Committee Reports:

Finance: Mr. Krook reported that the Borough Council had not granted the requested 7.9% increase, and in fact had granted no increase at all and had cut the amount it has provided as an electricity subsidy from \$30,000 to \$25,000, which is now reflected in the municipal budget for the library (in previous years, \$30,000 of electrical bills were paid directly by the borough, rather than having this amount included in the library’s budget). The Borough may offer an additional \$15,000 in November, if the funds are available. The Finance Committee met on Wednesday, April 12, 2017, to address possible budget reductions. Ms. Arnold explained the possible service and operating cuts. She recommended reductions of some evening and Saturday hours, in addition to the Friday hour reduction already approved, and cuts in materials and operations budgets. The three Department Heads attending the meeting indicated their support and that of the staff to help work through the difficult remainder of the year. After discussion, Mark Krook moved adoption of the revised budget. Rich Diegnan seconded the motion, which carried by a unanimous roll call vote.

Personnel: Committee met on March 29, 2017; will be discussed in executive session.

Public Participation:

For the Friends, Nancy Verduin reported on upcoming events, noting that responses looked excellent.

For the Foundation, Ms. Brown-Witt reported on upcoming events, with particular emphasis on Homes of Distinction on June 4, and presented the current financial report from the Foundation.

Communications: None.

Unfinished Business: None.

New Business: Mr. Krook moved that Okidata Microline Printers Nos. GE7000A and GE5253A and Kyocera photocopier (in Technical Services) be decommissioned as no longer needed for public service. Valerie Zanardi seconded the motion, which carried.

At 6:22 p.m., Mr. Krook moved to go into executive session. Lucy Orfan seconded the motion, which carried. At 6:31 p.m., the meeting returned to public session. The meeting adjourned at 6:32 p.m.

Respectfully submitted,

Lucy Orfan/Terry Thompson, in Mr. Orza's absence.