

Friends of the Bernardsville Public Library, Inc.
June 1st 2016 Meeting Minutes

The Friends board meeting was called to order at 7:30pm by President Nancy Verduin. In attendance were Steve Autenrieth, Pat Carroll, Roni Larini, Janet George Murnick, John Bertoni, Sarah Glazer, Lori Pakrul, Denis Dooley, Dan Lincoln, and Maria Myers. Not in attendance were Jamie Bertoni, Bob Baker, Katherine Harris, Debbie Heimerl, Shikha Mayer and Jennifer Paragano. Also in attendance were Patrice Cummings, Leslie Brown-Witt and Shura Arnold.

President's Remarks

Nancy thanked Sarah and the Volunteer Committee for the evening's organizing the Youth Volunteer presentation and cake.

Vice President's Remarks

John had no comments since the June meetings of the Library Foundation and Board of Trustees had not yet occurred. They were scheduled for June 6 and June 21, 2016, respectively. There was no news yet about the Homes of Distinction net profit.

Correspondence

Maria sent a thank you note for Patriots baseball game tickets donated by Somerset Hills Memorial Park. The tickets will be used as a door prize at the next Bingo event.

Treasurer's Report

Bob was absent. No report was presented.

Library Report

Shura reported that the newsletter was just about ready to go out. Painting of the downstairs was almost done. The Friends and Foundation conference room was coming along. In staffing news, Sarah Giles was promoted to part-time circulation manager, Rosario Campbell was hired as a circulation assistant, and the Library was in the process of interviewing for the part-time Youth Services person. The Library Report was paused while Shura left to get samples of the conference room furnishings.

In the interim, Nancy returned to the agenda. She reminded the group to send corrections to the May minutes to Katherine. These were issued shortly after the May meeting instead of a few days before the June meeting. Nancy suggested that we think about how to indicate approval of meeting minutes within a short time after they are issued for comment. The Community Outreach Report was briefly discussed as described below.

After the Community Outreach Report, discussion of the downstairs space resumed. Nancy reminded everyone that one aspect of the repurposing plan included selecting furniture. Shura distributed photos of the downstairs area. Photo 1 was of the floor in the room entrance which is vinyl and carpet. The carpet is in good condition.

Photo 2 was of a 14' racetrack conference table that would accommodate about fourteen people around it. [The wholesale cost was estimated at approximately \\$2149.](#) This is the biggest table that could fit in the space. Several Friends had questions: Denis asked when we would need to purchase. He suggested that there might be furniture available at the VNA Rummage Sale in the Fall. Nancy agreed that would be worth considering. Janet asked if a 14' table was needed, or if a smaller table would suffice. Patrice, Dan and John stated they thought yes, considering the size of our own group.

Photo 3 showed the chair options. We could choose between standard guest chairs or stackable guest chairs. Pricing for each option varied with whether the chairs had arms or no arms, came with or without rollers, fabric, wood or mesh seating materials. [Standard chairs with arm were approximately \\$198 each, stackable chairs with arms and rollers were approximately \\$165 each, stackable chairs with arms and not rollers were approximately \\$159 each. Stackable chairs without arms varied in pricing from \\$98 and \\$89 each.](#)

There were many questions and comments about the advantages of various chair designs. Denis asked if there was a state contract that could be applied to this purchase. Shura said she would check about this. Dan recommended chairs with no arms. Steve and John both like the mesh seating and rolling chairs. Pat asked if fourteen chairs would fit around the table; Shura said yes, she had measured the area to be sure. Dan suggested that a committee be appointed to make the selection process more efficient. Nancy asked for volunteers to serve on the committee. Before tabling the subject, Nancy asked if the board could agree on stackable vs. non-stackable chairs, but this was deferred. She then asked if funding of up to \$6000 for the purchase of furniture be approved for the committee to make selections. This was unanimously approved. The committee will consist of Janet, Roni and Dan.

Community Outreach Committee

Debbie was absent. Nancy stated we should plan to use ALA materials to promote the Friends before National Friends of the Library week, October 16-22, 2016. We might want to use the display cases to promote events and incorporate the themes of "One Book Bernardsville" and the October 28 Fall Fundraiser. Shura returned at this point and indicated the "One Book Bernardsville" promotion would be changed to "One Story Bernardsville" this year and the selection would be "The Canterville Ghost." This would coordinate well the Fall Fundraiser. Roni recommended calling about the availability of display cases very soon. They are often reserved several months in advance.

Program Committee

Dan reported that the Senior Breakfast was coming on Friday June 3, 2016. There were 70 signed up (85 maximum capacity). A volunteer sign up was passed around. There would be entertainment also. The program for October 9, 2016 would be a Cuban band, Frank y tu Clave.

Fundraising Committee

The report about Bingo on May 20 was written into the agenda. It was not well-attended. This was the same night as Sounds Around Town. We should avoid scheduling on the same night again. We have all the supplies needed for the next Bingo night on June 17. Jennifer would need volunteers again to set up. We will likely take a hiatus during the summer and pick new dates for the rest of the year in July.

Janet reported that the Author Event with L'Aura Hladik at Bernards Inn on October 28th is coming along. We need 125 people. We have 500 save-the-date cards. The DJ (who is the Editor of The Bernardsville) has volunteered, but this needs to be confirmed. Jennifer and Janet will meet with him. A silent auction is still in the works, but there are not many items in hand yet. There will be a 50/50 raffle. Other possibilities are a balloon break. [A question raised was whether alcohol could be offered as a raffle prize. Suggestion was to ask Terry.](#)

Roni would be working on a list of past attendees and recommended that each of us on the Board bring ten names and addresses to write on save-the-date cards. Lori asked if there was a list available of past donors to the Friends. Yes, but Shura reminded us that the Library cannot give out patron address information. Leslie said that Stephen Taylor, the photographer donated a \$3000 session to the Homes of Distinction event that they could not use and offered it for the Author Event Silent Auction. Nancy suggested that to expedite promotion, we should e-mail Roni the ten names and address of our friends by June 15, and that she would contact Bob for a list of previous donors.

Finance Committee

Jamie was absent.

Nominating Committee

Shika was absent.

Volunteer Recognition

Sarah said she would have the budget report for the Volunteer Luncheon at the next meeting.

Public Relations Committee

The position of chair is still open. The Ice Cream Social is August 25th. Dan and Nancy will solicit ice cream. Dan said he would ask about having both Friendly's and Penguin products at the event.

Public Comments

Patrice said no major activity going on. [Shura and the Finance Planning Committee would meet in about 6-8 weeks to discuss the pros and cons of the consortium proposal. Shura was invited to attend a meeting with the SHSD administrator. The Personnel Committee would also be meeting.](#) Patrice thanked the Friends for their work.

Leslie reported that Homes of Distinction went well on May 15 and that the projected profit was between \$43,000 and \$45,000, but the accounting is not final. About 222 tickets were sold. The Jazz Ensemble from the BHS played. She advised that we include a Silent Auction at the Author Event and recommended sports events tickets and restaurant gift cards (at HOD, these went for 35% above the face value). Avoid services as silent auction prizes. Baskets with holiday themes might be a good idea. The next meeting of the major donor campaign would be Thursday, June 9 at 5:30p. The committee would be discuss strategy and share current information. John asked how many people purchased premium tickets for the HOD event. Leslie said about 55 premium tickets were sold, but that she would confirm for the next meeting.

Old Business

Maria had nothing to report on the operating manual.

Denis said he was going to the VNA the following day to pick up books from the home bound. The plan would be to have him pick up and drop off books every week. We discussed how these patrons could be helped with library cards. Shura said something could be worked out to preserve privacy needs dictated by HIPPA.

New Business

Denis mentioned that he has worked with a group at the YMCA for 25 years that helps people with job opportunities. The biggest turn out they have gotten was when six HR directors came to meet and talk with people in this group. He wanted to know if it would be ok to solicit interest (speakers and attendees) in the Library newsletter.

Denis also raised the idea of BPL hosting a library night using an old film. Shura said a movie license would have to be purchased. When she was at Long Hill Library, they purchase on for about \$300 that lasted all year. We could look into it.

Maria asked if anyone thought there was an interest in further expanding technology programing to the adult community. Shur said she would love to discuss it.

John motioned to adjourn the meeting at 9:00pm. Janet seconded.