

**Minutes of the Board of Trustees Meeting
Bernardsville Public Library
February 21, 2017**

Attendance: In Attendance - Patrice Cummings, Skip Orza, Valerie Zanardi, Terry Thompson, Frances Wood, Mark Krook and Lucy Orfan, were present. The Mayor and Richard Diegnan were absent. Shura Arnold, Library Director was also present. Leslie Brown-Witt from the Foundation and Nancy Verduin from the Friends were also present.

President Terry Thompson called the meeting to order at 5:31 pm and read the Open Public Meeting Notice, followed by the roll call.

Minutes: The January 17, 2017 meeting minutes were approved without amendment.

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

Treasurer's Report: Mr. Krook presented the monthly Treasurer's Report. There were no unusual bills or income amounts. There were no outstanding items. The first month of the year came in under budget on the expense and income sides of the ledger. Mr. Krook moved to approve the Treasurer's Report, to pay the new bills received from February 1, 2017 – February 21, 2017 and to ratify the payment of bills received and paid from January 17, 2017 – January 31, 2017. Ms. Cummings seconded the motion, which carried by unanimous roll call vote.

Committee Reports:

Finance Committee: Mr. Krook and Ms. Thompson met with the Borough Finance Committee to present the 2017 budget. It represents a 7.9% increase over the 2016 budget.

Policy Committee: Did not meet.

Personnel Committee: Met the second week in February. Informed us that Rosalie Baker will be retiring this May.

Planning: Did not meet. Will meet before the next Board meeting.

Communications: None

Public Presentations: The Friends sponsored volunteer luncheon will take place on April 24th. The Foundation's annual appeal letter will be going out shortly. Homes of Distinction will take place on June 4th.

Old Business: None.

New Business: Ms. Zanardi moved to approve two no bid contracts (with Baker and Taylor and Dublin Maintenance Contractors) Mr. Krook seconded the motion which carried by a unanimous roll call vote.

Ms. Cummings moved to forward to the Borough Council two resolutions forwarded to the Board by the NJLA regarding the “New Jersey Library Construction Bond Act. Ms. Wood seconded the motion that passed by 6-1 on a roll call vote.

Executive Session: Ms Cummings moved to go into executive session to discuss personnel matters. The motion was seconded by Dr. Orfan. All voted in favor. We went into Executive session at 6:16 PM.

We returned to the public session at 6:46 PM.

The meeting was adjourned by Ms. Thompson at 6:46 PM.

Respectfully Submitted,

A.Q. Orza II