

**Minutes of the Board of Trustees Meeting  
Bernardsville Public Library  
Approved Minutes  
July 21, 2015**

**Attendance:** In Attendance-, Lucy Orfan, Patrice Cummings, Skip Orza, Valerie Zanardi (arrived at 5:33 PM), Terry Thompson, Frances Wood and Richard Diegnan were present. Mark Krook, Kevin Sooy and his alternate, Michael dePoortere were absent. April Judge, Library Director, Leslie Brown-Witt from the Foundation and Nancy Verduin from the Friends were also present.

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

**Minutes:** The June 16, 2015 meeting minutes were approved without amendment.

**Director's Report:** Ms. Judge made note that we submitted a grant application but were unsuccessful in obtaining it. The downstairs storage space is available and we have begun the process of moving materials down there. The off premises storage unit was cleared out. The auditors review was completed in two days.

**Treasurer's Report:** Ms. Thompson presented the monthly Treasurer's Report in lieu of Mr. Krook's absence. There were no unusual bills or income amounts. There were no outstanding items. We continue to be under budget on the expense side. There were some questions on why we were down on spending on the materials. Ms. Zanardi moved to approve the Treasurer's Report, to pay the new bills received from July 1, 2015 – July 23, 2015 and to ratify the payment of bills received and paid from June 16, 2015 – June 30, 2015. Mr. Diegnan seconded the motion, which carried by unanimous roll call vote.

**Committee Reports:**

**Finance Committee:** Did not meet.

**Policy Committee:** Did not meet.

**Personnel Committee:** Did not meet.

**Planning:** This Committee met the night before. The group reviewed the staff and public comments regarding the space re-purposing. Ms. Thompson and Mr. Orza will meet with the circulation staff on Wednesday, July 22. The group will have drawings that show the elevations of shelving units in various areas to give everyone a better feel what the library will look like after the space is re-purposed. Hopefully, these will be available before next month's meeting. It was reiterated that the re-purposing budget will not exceed \$325,000.

**Communications:** None

**Old Business:** None.

**New Business:** None

**Public Participation or Comments:**

**Friends of the Library:** There will be an author's luncheon on September 29<sup>th</sup> at Hamilton Farm, an Oktoberfest fundraiser on October 18<sup>th</sup> at Vine and the next Bingo night is tentatively scheduled for November 13<sup>th</sup>.

**Bernardsville Library Foundation:** Their 2015 fundraising appeal has begun. They have enlisted the services of a professional fundraiser to help in the effort. They are looking for names of prospective major donors to reach out to. They have raised approximately \$88,000 year-to-date. The appeal letter went out resulting in a positive response. Donations are being received.

**Executive Session:** Dr. Orfan moved to go into executive session to discuss personnel matters. The motion was seconded by Ms. Zanardi. All voted in favor. The Board went into Executive session at 6:39 PM.

The Board returned to the public session at 7:15 PM.

The meeting was adjourned by Ms. Thompson at 7:20 PM.

Respectfully Submitted,

A.Q. Orza II

*Approved August 18, 2015*