

**Minutes of the Board of Trustees Meeting
Bernardsville Public Library
February 20, 2018**

Attendance: In Attendance - Patrice Cummings, Skip Orza, Valerie Zanardi, Terry Thompson, Richard Diegnan, Mark Krook and Lucy Orfan, were present. The Mayor and Frances Wood 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 5:34 pm and read the Open Public Meeting Notice, followed by roll call.

Minutes: The January 9, 2018 meeting minutes were approved with one amendment.

Director's Report: Ms. Arnold presented a brief overview. A big "thank you" to Chris D'Amato for his help in archiving the recordings of our meetings.

The Director has obtained 4, ¼ page ad spaces from the *Bernardsville News* in order to extinguish their unpaid debt for the use of our meeting space while they were in town.

Treasurer's Report: Mr. Krook presented the monthly Treasurer's Report. There was one bill that was noted in the discussion. That was the approximately \$1,400 snow plowing bill for December 2017.

There were no outstanding items.

Mr. Krook moved to approve the Treasurer's Report, to pay the new bills received from February 1, 2018 – February 20, 2018 and to ratify the payment of bills received and paid from January 9, 2018 – January 31, 2018. Ms. Cummings seconded the motion, which carried by unanimous roll call vote.

Committee Reports:

Finance Committee: Mr. Krook and other members of the Finance committee met with numerous Borough Council members to discuss our 2018 budget allocation from the Borough. Questions from the Council were received and responded to.

Policy Committee: Did not meet.

Personnel Committee: Did not meet.

Planning: Did not meet.

Communications: There was a note from a Mendham resident with a \$500 donation enclosed thanking us for the "Bernardsville Now and Then..." exhibit.

Public Presentations: The Friends are exploring an expansion into social media outlets. They are also putting together a mini golf fundraiser to be held in the library. The Foundation's annual appeal letter is going out. The 2017 annual campaign raised over \$66,000. They are targeting even more in 2018. Homes of Distinction will take place on May 20th.

Old Business: None.

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

Executive Session: None

The meeting was adjourned by Ms. Thompson at 6:33 PM.

Respectfully Submitted,

A.Q. Orza II