

**Minutes of the Board of Trustees Meeting  
Bernardsville Public Library  
June 21, 2016**

**Attendance:** In Attendance - Patrice Cummings, Skip Orza, Terry Thompson, Lucy Orfan, Valerie Zanardi, Mark Krook, Frances Wood and Richard Diegnan. The mayor was absent. Shura Arnold, Library Director was present. Leslie Brown-Witt from the Foundation and Roni Larini 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 May 17, 2016 meeting minutes were approved with one amendment. The Planning committee will most likely be making their presentation to the Board at the August meeting, not July.

**Director's Report:** Ms. Arnold presented a brief overview of her report.

**Treasurer's Report:** Ms. Krook presented the monthly Treasurer's Report. There were no unusual bills or income amounts. There were no outstanding items. Mr. Krook moved to approve the Treasurer's Report, to pay the new bills received from June 1, 2016 – June 21, 2016 and to ratify the payment of bills received and paid from May 18, 2016 – May 31, 2016. Mr. Diegnan seconded the motion, which carried by unanimous roll call vote.

**Committee Reports:**

**Finance Committee:** They met on May 24<sup>th</sup>. They discussed the accounting of the borough's share of the library's electric bill and decided to keep the accounting as is. They are also proactively reviewing our surplus and where that number could be in the future.

**Policy Committee:** Met on May 26<sup>th</sup>. They revised the Patron Rules of Conduct.

Dr. Orfan moved to approve the Patron Rules of Conduct as proposed by the Policy Committee. Mr. Krook seconded the motion. It passed with a unanimous voice vote.

**Personnel Committee:** Met on June 7<sup>th</sup>. They will shortly be starting the Library Director's six month review.

**Planning:** Did not meet.

**Communications:** There was an email sent to Board members from a Borough employee regarding proposed state legislation regarding an environmental matter. It was probably inappropriate for distribution by a borough employee.

There were thank you notes from two library employees thanking the library for their service anniversary recognition.

**Public Presentations:** The Friends had 80 people attend their Senior breakfast.

They made close to \$4,000 with their Bingo night year to date.

Their fundraiser is October 28<sup>th</sup>, 7:00 PM to 10:00 PM at the Bernards Inn.

The Foundation's annual appeal letter has been sent.

The Foundation's Endowment "major donor" group will have two events in the Fall. September 27<sup>th</sup> at the Library and September 29<sup>th</sup> at Leslie Brown-Witt's home.

**Unfinished Business:** The conversion of a portion of the library's heating system from electric to gas has been finalized and the work awarded to the lowest bidder. The work will hopefully be starting in the final two weeks of September.

Ms. Cummings reminded us that the "Meet and Greet" in the Fall with the appropriate Borough officials and Library staff and volunteers will be on September 8<sup>th</sup> at the Library from 4:30 PM to 6:30 PM.

**New Business:** The next MUF meeting is scheduled for November 16<sup>th</sup> at the Bernards Township Library.

The meeting was adjourned by Ms. Thompson at 6:17 PM.

Respectfully Submitted,

A.Q. Orza II