

**Minutes of the Board of Trustees Meeting
Bernardsville Public Library
November 13, 2018**

Attendance: In Attendance - Patrice Cummings, Terry Thompson, Lucy Orfan, Skip Orza, Mark Krook, and Richard Diegnan were present. The mayor, his alternate, Valerie Zanardi and Gretchen Dempsey were absent. Shura Arnold, Library Director and Leslie Brown-Witt from the Foundation were also present.

President Terry Thompson called the meeting to order at 5:32 pm and read the Open Public Meeting Notice, followed by roll call.

Minutes: The October 19, 2018 meeting minutes were approved without amendment.

Director's Report: Ms. Arnold presented a brief overview of her report. There was a brief discussion on some areas of her report.
The roof is still leaking.

Treasurer's Report: Mr. Krook presented the monthly Treasurer's Report. There were no unusual bills or income amounts. There were no outstanding items. Our income and expenses continue to be on target. Mr. Krook moved to approve the Treasurer's Report, to pay the new bills received from November 1, 2018 – November 13, 2018 and to ratify the payment of bills received and paid from October 19, 2018 – October 31, 2018. Ms. Cummings seconded the motion, which carried by a unanimous roll call vote.

Committee Reports:

Finance Committee: The 2019 draft budget was presented and discussed. It continues to fall within all our fiscally responsible parameters.
Mr. Krook moved to approve this draft and move it forward. Mr. Orza seconded the motion which passed by a unanimous roll call vote.
Our 2019 Capital budget request to the Borough Council was also discussed. Ms. Cummings moved to approve this capital request for the replacement of four doors at an approximate cost of \$49,800. The motion was seconded by Mr. Krook and passed by a unanimous voice vote.

Policy Committee: After a brief discussion Dr. Orfan moved to rescind our current computer lab policy. Ms Cummings seconded the motion which passed by a unanimous voice vote.
After a brief discussion, it was agreed to hold over until our next meeting an updated borrowing policy.

Personnel Committee: Met to discuss the latest NJ sick pay laws.
After a brief discussion, Ms. Cummings moved to approve the proposed changes to the benefits section of the personnel manual. Dr. Orfan seconded the motion which passed by a unanimous voice vote.

Planning: Did not meet.

Public Presentations:

The Foundation reported their assets decreased by \$8,000 in October due to the stock market drop.

Communications: None

Old Business: None

New Business: After a brief discussion, our 2019 Holiday Closing dates were approved. Also, the Nominating Committee for this upcoming election of officers will be Chaired by Dr. Orfan with Ms. Dempsey as the other member.

Ms. Cummings moved that seven Dell computers be decommissioned as they are no longer needed for public service, it was seconded by Mr. Krook and approved by a unanimous voice vote.

The meeting was adjourned by Ms. Thompson at 6:49 PM.

Respectfully Submitted,

A.Q. Orza II