

**Minutes of the Board of Trustees Meeting
Bernardsville Public Library
September 12, 2017**

Attendance: In Attendance- Patrice Cummings, Terry Thompson, Skip Orza, Mark Krook, Lucy Orfan, Valarie Zanardi and Richard Diegnan were present. Franny Wood and Kevin Sooy (and his alternate) were absent. Shura Arnold, Library Director, was also present.

President Terry Thompson called the meeting to order at 5:33 pm and read the Open Public Meeting Notice, followed by roll call.

Minutes: The August 2017 meeting minutes were approved with a minor spelling amendment in the list of those present.

Director's Report: Ms. Arnold presented a brief overview 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 are in line with where they should be at this point in the year.

Mr. Krook moved to approve the Treasurer's Report, to pay the new bills received from September 1, 2017 – September 11, 2017 and to ratify the payment of bills received and paid from August 22, 2017 – August 31, 2017. Ms. Zanardi seconded the motion, which carried by a unanimous roll call vote.

Committee Reports:

Finance Committee: Met on September 11th. They finalized a three year budget plan which was presented and discussed.

Mr. Diegnan moved to accept the three year proposed budget plan. Ms. Cummings seconded the motion, which carried by a unanimous voice vote.

Additionally, Ms. Cummings moved to increase our daily late fines from \$.10 to \$.15/day. The motion was seconded by Mr. Diegnan. There was brief discussion and the motion passed by a unanimous voice vote.

Policy Committee: Did not meet.

Personnel Committee: Met in August, looked at some performance reviews and will start the annual review process for the Library Director shortly.

Planning: Did not meet. They will research the potential NJ Library Bond referendum and its impact on us, and then meet if necessary.

Communications: None.

Public Participation: None

Old Business: Mr. Krook moved to accept Ms. Vinegra's offer to run a bake sale where 100% of the proceeds will be given to the library. Ms. Cummings seconded the motion which passed by a unanimous voice vote.

New Business: There was a very informative presentation giving us an overview of our Children's collection and what goes into the staff's decisions of what needs to be added or subtracted from it.

Executive Session: Ms. Cummings moved to go into Executive Session in order to discuss personnel matters. Mr. Orza seconded the motion. The motion carried by a unanimous voice vote. We went into Executive Session at 7:20 PM.

We returned to public session at 7:25 PM.

The meeting was adjourned by Ms. Thompson at 7:26 PM.

Respectfully Submitted,

A.Q. Orza II