

**Minutes of the Board of Trustees Meeting**  
**Bernardsville Public Library**  
**May 19, 2015**  
*Approved June 16, 2015*

**Attendance:** In Attendance- President Terry Thompson, Lucy Orfan, Patrice Cummings, Skip Orza, Valerie Zanardi, Richard Diegnan and Mark Krook. Kevin Sooy (or his alternate, Michael dePoortere ) and Frances Wood were absent. April Judge, Library Director, 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 April 21, 2015 meeting minutes were approved with minor amendments.

**Director's Report:** Ms. Judge made note that the Verizon FIOS connection would be completed shortly. She has divided the Emerging Technologies and Social Media job into two different jobs. Felicia Ballard currently a Youth Services Librarian will take 5 hours to handle the Emerging Technologies responsibilities and Evelyn Fischel will work 10 hours on the Social Media aspect. These changes will be effective as of April 20, 2015. Also, the Board needs seven hours of continuing education credits in 2015 between all members cumulatively. The volunteer luncheon was well attended. Ms. Judge informed the Board that both MAIN and BCCLS are still in flux so moving forward on the evaluation of joining a consortium is still on hold.

**Treasurer's Report:** Mr. Krook presented the monthly Treasurer's Report. There were no unusual bills or income amounts. There were no outstanding items. We are \$30,000 under budget on the expense side. This is due to two people resigning, the timing of their replacements and a reduction in staff. Mr. Krook moved to approve the Treasurer's Report, to pay the new bills received from May 1, 2015 – May 19, 2015 and to ratify the payment of bills received and paid from April 21 2015 – April 30, 2015. Ms. Zanardi seconded the motion, which carried by unanimous roll call vote.

**Committee Reports:**

**Finance Committee:** The municipal budget was approved with the library receiving the same amount from the municipality as last year. The Borough also included a \$240,000 capital item for replacement of the electric heating system with a natural gas system. It is not in the Library budget.

**Policy Committee:** Ms. Judge requested that a brief committee meeting be scheduled in the upcoming month.

**Personnel Committee:** This committee is meeting on a monthly basis. They will be reviewing job sharing and the possibility of creating fixed regular schedules for part time employees.

**Planning:** The Board has reconsidered leaving the local history room upstairs at this point. We have also proposed a \$195,000 budget for the space repurposing project which we would like to have completed by year end. We are planning on meeting with the Friends to discuss the plan with them in the upcoming month and start making plans to move quickly forward with the plan.

**Communications:** We received a note from Anne Post thanking us for her gift recognizing her 25 years of service to the library.

**Old Business:** We reviewed the library usage on Friday evenings and decided to continue the 6:00 PM closing.

**New Business:** None

**Public Participation or Comments:**

**Friends of the Library:** The Volunteers Luncheon at the Library on May 18<sup>th</sup> was well attended. There is a seniors breakfast scheduled for June 5<sup>th</sup>. Bingo Night will take place on May 29<sup>th</sup>.

**Bernardsville Library Foundation:** Their 2015 fundraiser (Homes of Distinction) raised close to \$32,000. Their 2015 fundraising appeal letter went out a few weeks ago. They are looking to increase their fundraising efforts through new corporate donors and have begun working on their major donors' campaign.

The meeting was adjourned by Ms. Thompson at 6:25 PM.

Respectfully Submitted,

A.Q. Orza II