

**Minutes of the Board of Trustees Meeting
Bernardsville Public Library
March 19, 2013**

Attendance: All members were present except Mike Gouldin. Lia Carruthers, Youth Services Director, Bernardsville Public Library; Roni Larini, President of the Friends of the Bernardsville Public Library (“Friends”); and Jerry Fischer, Chair of the Bernardsville Library Foundation (“Foundation”), were also present.

President Donald Buset called the Board of Trustees (“Board”) meeting to order at 5:30 p.m. and read the Open Meeting Notice, followed by the Pledge of Allegiance. Mr. Buset introduced Councilman Craig Lawrence, who is now serving as the mayor’s representative to the Board, John McCrossan having chosen to step down. Board members expressed their appreciation and thanks to Mr. McCrossan for his service on the Board and championship of the library, and welcomed Mr. Lawrence.

Minutes: John La Duc moved to approve the minutes of the February 19, 2013, meeting as presented; Patrice Cummings seconded the motion, which carried.

Director’s Report: Ms. Carruthers mentioned some highlights:

- Annette Manthey’s 20th anniversary with the library will be celebrated at the beginning of the staff training session on April 26th, and Felipe Labastida’s 10th anniversary will be celebrated on April 18 at 3 pm.
- The library will open at 1:30 on April 26; the staff training will include text reference, machine readable cataloging, and downloadable books.
- There will be a reception for National Library Week on April 14 from 5-6 pm.
- The roof leak is apparently not in the area covered by the tarpaulin, as there is leaking again in Ms. Carruthers’s office. Pat Kennedy-Grant is working to get the repairs done.
- Six staff members are being trained on MakerSpace©, to develop background in an area for creating, collaborating and sharing.
- Photo-editing software is available on a computer in the non-fiction wing, which can be reserved in 4-hour blocks, with headphones. (One can also listen to a movie on this computer.)

Treasurer’s Report and Bills: Mr. La Duc commented that we are still not working against a budget but that there is nothing unusual about the month’s performance, the financial statements or the bills. We will likely adopt a final budget in midyear, after the Council has completed its budget process and the Foundation has provided further guidance on its target 2013 donation. Mr. La Duc said the final budget would also reflect income from the cash flow and “Sandy” reserves established in December 2012 and spending against such reserves. Mr. La Duc also noted that bidding on the electricity contract will take place in April and that we can expect greater savings than last year, as we will be part of the bidding group for the entire year of 2013. Mr. Lawrence mentioned that he had had a discussion with Ralph Maresca and that the Borough budget would contain the same sum for the library as the 2012 budget provided, together with about \$30,000 in assistance for electricity and other shared costs. Terry Thompson moved to

approve the Treasurer's Report, to pay the new bills received from March 1-13, 2013, and to ratify the payment of bills received and paid from February 20-28, 2013. Mrs. Cummings seconded the motion, which carried by unanimous roll call vote.

Committee Reports: no committees met during the month.

Public Participation:

For the Foundation, Jerry Fischer said that they were making good progress and that the solicitation letter is in the mail. He said that there would be two "Homes of Distinction" and two volunteer chefs providing food, from Basking Ridge Country Club and from Vine. He discussed "small events" in the planning stages, including a clambake on June 2, and said he was looking forward to the next "tripartite" meeting. Mr. Burset said he would circulate dates for that meeting.

For the Friends, Mrs. Larini said that there are plans for a fundraiser in the fall; the next "Sundays at 3" concert is on April 28; on May 1 the Friends will honor their junior volunteers, and last but not least, that the annual Volunteer Luncheon is set for May 17.

Communications: Ms. Thompson, Mrs. Larini and others spoke of their sorrow at the loss of former Mayor, Trustee, and Friends Treasurer Jay Parsons,

Unfinished Business: none.

New Business: Mr. Burset reminded that May 1 brings the Morris-Union Federation meeting and dinner, and asked any interested trustee to coordinate with Karen Brodsky. Responses are due by April 24.

At 6:25, Ms. Thompson moved to go into executive session to discuss a personnel matter. Mr. Burset seconded the motion, which carried. At 6:33 the meeting returned to public session.

New Business, cont'd: Mr. Burset announced that Maribeth Southworth was appointed to the Personnel Committee as co-chair with Ms. Thompson, that Ms. Southworth is leaving the Policy Committee, and that Mr. La Duc will take her place on the Policy Committee.

At 6:35 p.m., Peter Miller moved to adjourn, seconded by Mr. La Duc and carried.

Respectfully submitted,

Terry A. Thompson, Secretary