

**Minutes of the Board of Trustees Meeting
Bernardsville Public Library
June 17, 2014
Approved July 15, 2014**

Attendance: All trustees were present except Fran Wood, Richard Diegnan, and Craig Lawrence. April Judge, Executive Director, and Roni Larini, President of the Friends of the Library, were also present.

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

Minutes: The May 20, 2014 minutes were accepted with some corrections.

Director's Report: April Judge made note of several items beyond those included in her written report.

- Staff evaluations are now completed.
- Teams of staff members will observe at different libraries on Staff Development Day, August 22, 2014.
- The September 20, 2014 Maker Day Program plans are "moving along."
- The Volunteer of the Year event will be held Sunday, November 9, 2014.
- \$5073.60 in energy costs will be shared by Bernardsville Borough.
- April Judge will be a member of the Parking Committee.
- April Judge has accepted the role of President of the Raritan Valley Federation.

Treasurer's Report: Mark Krook presented the Treasurer's Report, explaining some items and answering several questions. Mr. Krook moved to approve the Treasurer's Report, to pay the new bills received from June 1, 2014 – June 17, 2014, and to ratify the payment of bills received and paid from May 21, 2014 –May 31, 2014. Patrice Cummings seconded the motion, which carried by unanimous roll call vote. Mr. Krook also mentioned that the Borough has budgeted up to \$30,000 for library utility bills this year. He thanked the Friends of the Library for their recent funding (\$1702.20.)

Committee Reports:

Finance Committee: The Finance Committee met and considered merit increases for staff members. Given the current circumstances concerning salary increases for all Bernardsville Borough employees, Board members agreed that a 2% increase in the total library budgeted amount would be acceptable. Donald Burset made a motion to approve a 2% increase in the salary line for 2014. Patrice Cummings seconded the motion, which carried. Library Director April Judge will make the decision as to how the 2% amount will be allocated among eligible staff members, and present this at a special Board meeting before the July Board meeting.

Personnel Committee: Did not meet. Note: The topic "Merit Raises for Staff" was incorrectly listed on the agenda as being under Personnel, but should have been listed under Finance.

Policy Committee: Did not meet.

Long Range Planning: Did not meet.

Contingency Planning: Did not meet.

Communications: None.

Unfinished Business:

Sponsorship of Programs by Friends and Charging – If the Board co-sponsors an event inside the Library with the Friends of the Library or with the Bernardsville Library Foundation, then these two organizations may charge admission. However, it must be clearly stated in all publicity and marketing that the Board is co-sponsoring the event.

NJLTA Memberships-Cost per member – No change.

Friends & Foundation Serving Beer & Wine at Events – Ms. Thompson had a conversation with Borough Attorney Jack Pigeon who stated that there is no problem with the Friends and the Foundation serving beer and wine at events held at the Library

Library Hours - Mr. Orza stated that he had emailed questions to Ms. Judge prior to this meeting regarding the current library hours and the impact of closing earlier. Ms. Judge acknowledged that she had received Mr. Orza's communication, but that it would take time to get the answers.

New Business: NJ SEM Information & Election is the organization we use to keep our electrical costs at 8.7 cents per kilowatt-hour. As a group, the Board cast a vote for Joseph Catenero, of Fairfield Township.

Public Participation:

Friends of the Library - Roni Larini, President of the Friends, announced that the Senior Breakfast on June 6, 2014 was very successful with 66 people attending. She thanked Board members for their help with ideas for a Bingo fundraiser and mentioned the possibility of a Beer Pairings fundraiser.

Bernardsville Library Foundation – As no one was present from the BLF, Ms. Thompson reported that the BLF was close to reaching their \$70,000 target (the BLF goal for a total 2014 donation to the Library in 2014, not the goal that was requested by the Board) as of the June 2, 2014 BLF meeting. The BLF has a Platinum Patrons Meeting scheduled for June 27, 2014. Bob Frawley will be joining the BLF as a new member.

Executive Session – A motion was made to go into Executive Session by Patrice Cummings. The motion was seconded by Donald Burset, and carried. The Board went into Executive Session at 6:55. A motion was made to go out of Executive Session by Skip Orza. The motion was seconded by Donald Burset, and carried. Executive Session ended at 7:10pm.

Terry Thompson adjourned the meeting at 7:11pm.

Respectfully Submitted,
Lucy J. Orfan, Secretary (with the assistance of Patrice Cummings)

Bernardsville Library Board of Trustees
Minutes of Executive Session
Tuesday, June 17, 2014

The Board of Trustees of the Bernardsville Library went into Executive Session at 6:55 PM to discuss the agreement that was signed by employee Felicia Ballard and Library Patron Maud Tibault.

At the end of the discussion, and after carefully reviewing the document, it was determined by the Board of Trustees, that there was no need to meet the agreement as it was written, and that the Library will pay the employee \$23 per hour plus any additional merit raise that the Director deems appropriate.

The Board came out of Executive Session at 7:10 PM.

Submitted July 4, 2014
Patrice O'Regan Cummings
Vice President
Bernardsville Board of Trustees