

Minutes of the Board of Trustees Meeting
Bernardsville Public Library
July 15, 2014

Attendance: In Attendance- President, Terry Thompson, Donald Burset, Patrice Cummings, Richard Diegnan, Craig Lawrence, Lucy Orfan, Skip Orza and Frances Wood. Mark Krook was absent. April Judge, Executive Director, and Janet George Murnick of the Friends of the Library, were also present. Tammy Lee, Youth Services Manager, attended briefly.

President Terry Thompson called the meeting to order at 5:30 pm and read the Open Public Meeting Notice, followed by the Pledge of Allegiance and roll call.

Minutes: The June 17, 2014 minutes were accepted with minor additions.

Director's Report: Ms. Judge presented her written report and distributed copies of the Courier News article of July 14, 2014. The article highlighted the upcoming library program "One Book Bernardsville" which will be held throughout October. All present agreed that the lengthy coverage was wonderful publicity for the Bernardsville Public Library.

Treasurer's Report: Ms. Thompson presented the Treasurer's Report in Mr. Krook's absence, noting that there was no unusual activity. She mentioned that \$450,000 was received from the Borough and \$30,000 from the Foundation. Ms. Thompson moved to approve the Treasurer's Report, to pay the new bills received from July 1, 2014 – July 15, 2014, and to ratify the payment of bills received and paid from June 18, 2014 –June 30, 2014. Mr. Burset seconded the motion, which carried by unanimous roll call vote.

Committee Reports:

Finance Committee: Mr. Diegnan was appointed to the committee.

Personnel Committee: Mr. Lawrence was appointed to the committee.

Policy Committee: Did not meet.

Long Range Planning: Ms. Thompson appointed Mr. Orza as chair of the committee. The committee will oversee an investigation into the possibility of the library joining a consortium such as BCCLS or MAIN. Ms. Judge has already gathered some information. The committee will also work with Ms. Judge on the repurposing of space with the goal of more effective utilization of library space.

Communications: Two Thank You notes were acknowledged.

Unfinished Business: All present approved that (1) The library will co-sponsor any Friends event at the library that charges admission, and (2) the Friends may serve beer (cost included in the admission ticket) at the proposed Bingo fundraisers.

New Business: Ms. Judge requested a resolution on purchase orders: “Be it resolved that purchase orders will not be required for any item that costs \$250.00 or less, nor funds be encumbered for said items, effective July 16, 2014. “ Mr. Burset moved the motion, seconded by Mr. Lawrence. The motion passed unanimously.

A request from the Friends of the Library initiated a discussion about signage acknowledging the donation of three early literacy computers. It was decided that a screen saver indicating the donor and possibly a mention in the newspaper would be appropriate.

The Garden Club has provided additional plantings extending the area of the Parsons Memorial Garden and requested having another sign in the area acknowledging their additional funding for these plantings. All agreed that the Garden Club could have just one sign on the library grounds and that they could decide if it is to stay in front of the library where it currently is located or to move it to the new area of plantings.

Public Participation:

Friends of the Library: Mrs. Murnick reported on upcoming Friends events including: (1) the Author Luncheon on September 30, 2014, (2) the Saturday Afternoon Tea on November 22, 2014, and (3) the Bingo fundraiser to be held sometime in the fall. The issue of insurance was raised and Mrs. Murnick was urged to contact Hurley

Insurance. Ms. Thompson added that the Borough Council will vote on the issue of serving beer and wine at the library at their August 11, 2014 meeting. Mrs. Murnick also mentioned the Parsons Garden dedication and the Volunteer of the Year presentation.

Bernardsville Library Foundation: No Foundation member was present.

Executive Session: A motion was made to go into Executive Session by Mr. Burset and seconded by Mr. Diegnan. Motion carried and the Board went into Executive Session at 6:35. Ms. Thompson made a motion to go out of Executive Session at 6:48. The motion was seconded by Ms. Cummings and carried. Executive Session ended at 6:49.

Mr. Lawrence made a motion to approve the 2014 merit raises as recommended. Ms. Cummings seconded the motion, which carried unanimously.

Ms. Thompson adjourned the meeting at 6:50 pm.

Respectfully Submitted,

Lucy J. Orfan, Secretary