

**Minutes of the Board of Trustees Meeting
Bernardsville Public Library
January 20, 2015
Approved with Corrections**

Attendance: In Attendance- President Terry Thompson, Lucy Orfan (she left the meeting at 6:18 PM), Patrice Cummings, Richard Diegnan, Michael dePoortere, Mark Krook, Skip Orza, and Valerie Zanardi. Frances Wood was absent. April Judge, Executive Director was also present.

President Terry Thompson called the meeting to order at 5:31 pm and read the Open Public Meeting Notice, followed by roll call.

State of the Library: Ms. Thompson gave a quick overview of the “State of the Library”. She highlighted many achievements and accomplishments the library had in 2014 including once again attaining the NJ five star rating (highest echelon). Overall, the library is strong now and poised to be strong in the future.

Board Reorganization: Mr. dePoortere and Ms. Zanardi were given the oath of office and sworn in by Ms. Thompson.

The Nominating Committee proposed a slate of officers for 2015. They are as follows: President: Terry Thompson, Vice President: Patrice Cummings, Secretary: Skip Orza, Treasurer: Mark Krook. No other nominations were made and the proposed slate was unanimously approved.

Minutes: The meeting time for the retreat was corrected to show a 9:30 AM start. The December 16, 2014 meeting minutes were approved.

Director’s Report: Ms. Judge presented her written report. She has sent the fixed assets report to the borough, as required annually. She made note that there is a plumbing problem with the toilets that needs to be addressed. Also, some bios of trustees are needed to complete the information on the website. Ms Cummings had a question about the process in place to remove damaged and books in poor condition from the shelves.

There was also a request to the Friends for new Chromebooks (at \$300 each). April will check with the school district to see if they have better pricing than ours. Mr. Krook moved that we accept the Director’s report. Ms. Zanardi seconded that motion. It passed unanimously in a voice vote.

Treasurer’s Report: Mr. Krook, presented the 2014 year end Treasurer’s Report. There were no unusual bills or income amounts. There were no outstanding items. After a brief discussion, Mr. Krook moved to approve the Treasurer’s Report, to pay the new bills received from January 1, 2015 –January 20, 2015 and to ratify the payment of bills received and paid from December 17, 2014- December 31, 2014. Ms Cummings seconded the motion, which carried by unanimous roll call vote.

Committee Reports:

Finance Committee: No report

Personnel Committee: No report.

Policy Committee: No report.

Long Range Planning: No Report

Communications: None

Unfinished Business: None.

New Business: Ms. Thompson thanked outgoing trustee Craig Lawrence for his past contributions.

Resolutions were made to authorize the Library Director as the Purchasing Agent and contracting officer, to approve Peapack Gladstone as our bank, to approve B&T and Innovative Information Interfaces with no bid contracts, to approve Nisivoccia LLC as the auditor and Dublin Maintenance Contractors to provide janitorial services. Moved to approve by Mr. Diegnan and seconded by Mr. Krook. Roll call vote was taken, all were in favor.

Motion was made to decommission old equipment (as per the list provided) by Ms. Cummings and seconded by Mr. Krook. Approved by unanimous vote.

Public Participation or Comments:

Friends of the Library: Will make a donation of \$4,000 to purchase Flipster, an online magazine provider. The Friends are sponsoring a February 22nd concert starting at 3:00 PM.

Bernardsville Library Foundation: Their 2015 fundraiser (Homes of Distinction) will be held on April 12th. There will be a presentation to the Foundation Board on February 3rd at which time the Board of Trustees will ask for a \$100,000 contribution for 2015 from the Bernardsville Library Foundation.

Executive Session: A motion was made to go into Executive Session by Mr. Diegnan and seconded by Ms. Zanardi. Motion carried and the Board went into Executive Session at 6:45 PM. Mr. Krook made a motion to go out of Executive Session at 7:33 PM. The motion was seconded by Mr. dePoortere and carried.

Mr. Orza moved to adjourn the meeting, It was seconded by Mr. dePoortere and the meeting was adjourned at 7:35 PM.

Respectfully Submitted,

A. Q. Orza II