

**Minutes of the Board of Trustees Meeting
Bernardsville Public Library
December 15, 2015**

Attendance: In Attendance - Lucy Orfan , Skip Orza, Valerie Zanardi (arrived at 5:39 PM), Terry Thompson, Mark Krook, and Richard Diegnan were present. Frances Wood, Kevin Sooy (and his alternate, Michael dePoortere) and Patrice Cummings were absent. Anne Meany, Interim Library Director, and Shura Arnold, the newly named Library Director were also present. Joan Contess from the Foundation and Nancy Verduin from the Friends were also present.

President Terry Thompson called the meeting to order at 5:34 PM and read the Open Public Meeting Notice, followed by roll call.

Minutes: The November 11, 2015 meeting minutes were approved without amendment.

Director's Report: Ms. Meany presented a proposed 2016 Closing Schedule. It was decided that we would address this during our January meeting.

Treasurer's Report: Mr. Krook presented the monthly Treasurer's Report. There were no unusual bills or income amounts. The submitted report had some corrections that were made. A cleaner version will be forwarded to the Board the next day. There were no outstanding items. Mr. Krook moved to approve the Treasurer's Report, to pay the new bills received from December 1, 2015 – December 15, 2015 and to ratify the payment of bills received and paid from November 12, 2015 – November 30, 2015. Mr. Diegnan seconded the motion, which carried by unanimous roll call vote.

Committee Reports:

Finance Committee: Scheduled to meet Monday, December 21, 2015.

Policy Committee: Did not meet.

Personnel Committee: Scheduled to meet Monday, December 21, 2015

Planning: Did not meet.

Communications: A thank you note was received from Katharine Burke and shared with the Board members.

Old Business: None.

New Business: None

Public Participation or Comments:

Friends of the Library: There will be another Bingo night on February 5, 2016. There will also be a Sunday afternoon concert on January 24th. Their fundraising efforts continue.

Bernardsville Library Foundation: Faircourt has been chosen for their 2016 Home of Distinction. It will take place on May 15, 2016.

Executive Session: Mr. Krook moved to go into executive session to discuss personnel matters. Motion was seconded by Mr. Diegnan. All voted in favor. We went into Executive session at 6:13 PM.

We returned to the public session at 6:32 PM.

Mr. Krook made a motion to instruct the Library Director to disperse the full 2% allocated for staff salary increases. Mr. Diegnan seconded the motion which carried by unanimous roll call vote.

The meeting was adjourned by Ms. Thompson at 6:35 PM.

Respectfully Submitted,

A.Q. Orza II