

**Minutes of the Board of Trustees Meeting
Bernardsville Public Library
October 20, 2015**

Attendance: In Attendance – Terry Thompson, Patrice O’Regan Cummings, Mark Krook, Valerie Zanardi, and Michael dePoortere (who arrived 5:40 PM) were present. Rich Diegnan, Kevin Sooy, Lucy Orfan, Frannie Woods and Skip Orza were absent. April Judge, Tammy Lee, and Roni Larini from The Friends were also present.

President Terry Thompson called the meeting to order at 5:35 PM and read the Open Public Meeting Notice, followed by the roll call.

Minutes: The September 15, 2015 meeting Minutes were approved without change.

Director’s Report: April Judge began by recognizing and giving special thanks to Youth Services Director Tammy Lee who made a short presentation on the Children’s Programs that took place in the library, and throughout Bernardsville over the summer. Ms. Lee explained that to begin building a better children’s program, it’s best to begin in the summer. To that end, children’s participation increased this summer by 87%. Program attendance was up by 29%. There were 60-70 children’s programs per month in the summer. Normally attendance at these programs is about 18. This year average attendance was 24. A program called Travelling Tales took place inside local businesses, which was enjoyed by the children, but also applauded by local businesses that benefitted by the program being held at their shops. There were a large number of “last blast” programs that were well attended and appreciated by families who were in town at the end of August. Also, teenagers logged in over 400 hours of meaningful community service hours by helping out at the library in the Youth Services Department during summer months. Tammy concluded by reading a letter she wrote to the Youth Services Staff Members, Anne Post and Felicia Ballard, thanking them for their efforts in pulling the Summer Programs together with aplomb.

April Judge then went on to highlight the One Book Bernardsville Programs that were tied to the book, “The Lost Ravioli Recipes of Hoboken,” including a visit to the Bernardsville Library by the author Laura Schenone, and a program on Bernardsville’s own Little Italy section that was very well received. There will be three additional One Book Bernardsville programs before the end of October, but all in all, the programs held throughout the month of October were quite successful.

Roni Larini, of The Friends of the Bernardsville Public Library, raised a question regarding the timing of the installation of a new heating system in the Library. Michael dePoortere responded by saying that the Borough of Bernardsville hired an engineer to study the electric and heating for the entire library building, before any money is spent. This delay will not have any affect on the FEMA Funding.

Mrs. Thompson then asked Mr. dePoortere exactly when the BOT needed to present the initial Bernardsville Public Library Budget for 2016 to the Bernardsville Borough Council. Mr. dePoortere responded that the initial budget should be submitted to the Borough Council in 1-2 week's time. The Finance Committee agreed to meet one evening during the week of Oct. 26th to work up the initial budget for 2016.

Treasurer's Report: Mr. Krook presented the monthly financial reports and said that there were no major issues. A water leak, that has since been repaired, cost more than anticipated. The library is below budget thus far in the year for the salaries and wages line item. There were no unusual bills. After a brief discussion, Mr. Krook made a motion to approve the Treasurer's Report, to pay the new bills received from October 1 to October 20, 2015 and to ratify the payment of bills received and paid from September 16, 2015 to September 30, 2015. Valerie Zanardi seconded the motion, which carried by unanimous roll call vote.

Committee Reports:

Finance Committee: Did not meet.

Policy Committee: Did not meet.

Personnel Committee: Did not meet.

Planning Committee: Did not meet.

Special Ad Hoc Search Committee: The committee has met on several occasions. There have been 13 applications for the Director's position, and so far, 5 candidates have been interviewed: 2 applicants were rejected without interviews; and 6 applications are currently under review by the committee to determine which applicants are to be interviewed. The ad for the Director of the Bernardsville Public Library was closed on October 15, 2015.

Mrs. Thompson informed the BOT that she was planning to ask Lucy Orfan and Frannie Woods to form a Nominating Committee for the Executive Positions for the 2016 Library Board of Trustees. She asked if there were any other Trustees who were interested in joining the committee, and if so, to let her know.

Mrs. Thompson asked if any Trustees' tenures were coming to a close. Mrs. Cummings thought that her tenure was ending in December 2015. Mrs. Thompson asked Mrs. Cummings and Mrs. Judge to check the master list to see if any other Trustee's terms were expiring. Mrs. Thompson also asked Mrs. Cummings to consider another term as Trustee and Mrs. Cummings replied positively.

Communications: None.

Old Business: None.

New Business: None.

Public Participation or Comments:

Friends of the Library: Mrs. Larini reported that the author's luncheon featuring Mary Norris, author of **Between You & Me: Confessions of a Comma Queen**, was held on September 29th at Hamilton Farm and was very successful. Mrs. Larini said that the Oktoberfest beer tasting fundraiser was held at the Vine on Sunday, Oct. 18th, and while only 38 people attended, it was a very nice evening and the food was delicious and paired perfectly with the 5 different beers that were offered. Mrs. Larini reminded the BOT that the Friends are also holding a BINGO Night at the Library on Friday, November 13 at 6:30 and that they do have their license. She ended by saying that the Friends Annual Appeal Letter would be mailed in Early November. She also reminded the BOT that the November Friends Meeting would begin at 7PM on Wednesday, Nov. 4th.

Mrs. Thompson asked if someone from the BOT would attend the Bernardsville Library Foundation Meeting on Monday, Nov. 2 at 7:30 PM; and she also asked for a volunteer to attend the Friends Meeting on Nov. 4th. Mrs. Cummings agreed to attend both meetings on behalf of the Library BOT.

Executive Session: Mr. dePoortere made a motion to have the BOT go into Executive Session. Mark Krook 2nded the motion, and the Trustees unanimously approved the motion. The BOT went into Executive Session at 6:30 PM.

Mr. Krook made a motion to come out of Executive Session at 7:01 PM. Mr. dePoortere seconded the motion and the BOT unanimously approved the motion.

Mrs. Thompson adjourned the meeting at 7:02 PM.

Respectfully submitted,

Patrice O'Regan Cummings