

**Minutes of the Board of Trustees Meeting
Bernardsville Public Library
April 19, 2016**

Attendance: In Attendance- Patrice Cummings, Skip Orza, Valerie Zanardi. Mark Krook, Terry Thompson, Lucy Orfan, Frances Wood and Richard Diegnan were present. Kevin Sooy and his alternate, Michael dePoortere were absent. Shura Arnold, Library Director was present. Leslie Brown-Witt from the Foundation and Nancy Verduin from the Friends were also present.

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

Minutes: The March 15, 2016 meeting minutes were approved with two minor amendments.

Director's Report: Ms. Arnold presented a brief overview. She made note of Tammy Lee's upcoming Literary Award and its competitive nature.

Treasurer's Report: Ms. Krook presented the monthly Treasurer's Report. There were no unusual bills or income amounts. There were no outstanding items. In April, the Library Foundation made their second \$25,000 contribution for the year. Mr. Krook moved to approve the Treasurer's Report, to pay the new bills received from April 1, 2016 – April 19, 2016 and to ratify the payment of bills received and paid from March 16, 2016 – March 31, 2016. Ms. Cummings seconded the motion, which carried by unanimous roll call vote.

Committee Reports:

Finance Committee: Did not meet. Reviewed the current budget with no action needed to be taken. They plan on meeting before the next board meeting.

Policy Committee: Did not meet. They will meet directly after the board meeting.

Personnel Committee: Met and revised the Library Director's three month evaluation and review.

Planning: Did not meet. Will meet this month to follow up and review the research and our options of joining (or not) a consortium. They are still preparing to make a presentation to the full board with recommendations. Aiming for the June board meeting, this decision will help clarify our future re-purposing needs.

Communications: There was a thank you note from M.M. Hart that was passed around for all to see.

Public Presentations: The Friends ran a very successful volunteer luncheon. The next Bingo night is scheduled for April 29th.

The Foundation is amending their bylaws to incorporate changes regarding the handling of their Reserve fund account. The Homes of Distinction fundraiser is well underway. The major donor portion of the Endowment Fund campaign has started. There was fundraising focus group held this month. More to follow.

Unfinished Business: Members of the board met with borough officials to review the borough's plan to convert a portion of the library's heating system from electric to gas. The work will be starting at the end of the summer and hopefully be completed by Labor Day.

New Business: Ms. Arnold led a discussion regarding minor adjustments to the 2016 calendar and the days the library would be closed. After a brief discussion it was agreed that her suggested recommendations would be followed.

Executive Session: Mr. Krook moved to go into executive session to discuss personal matters. The motion was seconded by Ms. Wood. All voted in favor. We went into Executive session at 6:21 PM.

We returned to the public session at 6:30 PM.

The meeting was adjourned by Ms. Thompson at 6:31 PM.

Respectfully Submitted,

A.Q. Orza II