

**Minutes of the Board of Trustees Meeting  
Bernardsville Public Library  
February 19, 2019**

**Attendance:** John Bertoni, Mary Jane Canose, Patrice Cummings, Gretchen Dempsey, Mark Krook, Terry Thompson and Valerie Zanardi were present. Richard Diegnan and Lucy Orfan were absent. Alexandria Arnold, Executive Director, Bernardsville Public Library; Nancy Verduin, President of the Friends of the Bernardsville Public Library (“Friends”); and Leslie Brown-Witt, Chair of the Bernardsville Library Foundation (“Foundation”) were also present.

President Terry Thompson called the Board of Trustees (“Board”) meeting to order at 5:30 p.m. and read the Open Meeting Notice, followed by the roll call.

**Minutes:** There were no corrections to the draft minutes of the January meeting, which were accepted as submitted.

**Director’s Report:** Shura Arnold mentioned one highlight, a donation by Janet Murnick of funding for a telescope for star and moon-related projects from Cornerstones of Science. The Board joined in thanking Mrs. Murnick. Ms. Arnold also asked for Board, Friends and Foundation involvement in choosing and presenting a book that had significance for the individual member, whether as a child or an adult.

**Treasurer’s Report and Bills:** Mark Krook presented the Treasurer’s Report and bills. January was a heavy month for electricity use, but it was an estimated bill. Ms. Arnold said that Madelyn English had checked the meters today. Mr. Krook moved to approve the Treasurer’s Report, to pay the new bills received from February 1-19, 2019, and to ratify the payment of bills received and paid from January 23-31, 2019. Patrice Cummings seconded the motion, which carried by unanimous roll call vote.

**Committee Reports:**

- Finance: Mr. Krook reported on a very successful and useful meeting with the Borough Finance Committee; the proposed budget was approved with a few minor changes, including the elimination of the exchange of funds for payment/repayment of some indoor and outdoor building-related expenses, which will save both the library and the borough administrative time and processing. Mr. Krook moved to approve the 2% salary increase for library staff; John Bertoni seconded the motion, which carried by unanimous roll call vote.
- Long-Range Planning and Personnel did not meet in January.
- Policy: In Lucy Orfan’s absence, Ms. Thompson presented the Policy Committee’s recommendation for a Gift Acceptance Policy with the attached Annual Donor Recognition Levels. After discussion and minor edits, the policy was approved. Ms. Thompson also presented the Policy Committee’s recommendation for changes to the

Borrowing Policy. There was discussion of increasing the level of fines, and Ms. Cummings moved to amend the draft policy to increase the daily fine amount from \$ .10 to \$ .15. Valerie Zanardi seconded the motion, which carried unanimously. The motion to accept the amended Borrowing Policy also carried unanimously.

**Public Participation:**

Before Nancy Verduin began her report for the Friends, Ms. Thompson congratulated the Friends, and Ms. Verduin in particular, on the wonderful Mini-Golf event on February 8 and 9; the Board gave Ms. Verduin a standing ovation.

Ms. Verduin reported that the Mini-Golf event had been a great success, with over 500 attendees. The Friends are planning a repeat next year, and business sponsors are asking for the same holes already. Ms. Arnold congratulated the Friends on a great “friend-raising”. Others mentioned hearing other attendees marveling at parts of the library they rarely saw, “I didn’t know the library had THAT” and similar comments. The final tally of earnings is not complete, but Ms. Verduin thinks it will exceed \$12,000, which is the highest total ever for a Friends event (the Bill Moyers evening netted about \$10,000).

Ms. Verduin reminded everyone of concerts coming up on March 24 and June 29.

For the Foundation, Leslie Brown-Witt reported on current financials and a meeting of the Endowment steering committee. The Foundation will meet at 7:30 this evening, because its meeting last week was postponed by weather.

**Communications:** Ms. Arnold circulated a thank-you note from Nancy Verduin and the Friends, thanking the library staff and Board for their help with the Mini-Golf event, and a letter from Thomas Edison State College acknowledging the Board’s concern about the continuing of LibraryLinkNJ. The State Library will fund LibraryLinkNJ delivery services through the end of the year.

**Unfinished Business:** none.

**New Business:** Patrice Cummings moved to approve the no-bid contracts with Baker & Taylor, the library’s principal book supplier, and Dublin Maintenance Contractors, which supplies janitorial services. Mark Krook seconded the motion, which carried by unanimous roll call vote.

Mary Jane Canose complimented Ms. Arnold and Mr. Krook on the presentation to the meeting with the Borough Finance Committee.

At 6:25 p.m., the meeting was adjourned.

Respectfully submitted,

Terry A. Thompson, President