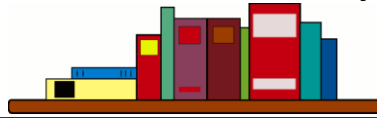


# Friends of the Bernardsville Public Library Board of Directors



May 1, 2019

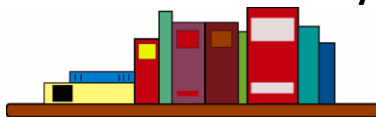
## Minutes

ATTENDANCE: Nancy Verduin, Steve Autenrieth, Bob, Baker, Pat Carroll, Jerry Clark, David Larkin, Gerry O'Donovan, Shura Arnold,

MISSING: Pam Isenberg, Denis Dooley, Amy DeMilt Nancy Goguen, Deb Heimerl, Dan Lincoln, Lori Pakrul, Leslie Brown Witt (Foundation), Terry Thompson (BOT)

- I. **President remarks**-Nancy V
  - a. Welcome guests: Jose and Gladis Borbolla-Escoboza
  - b. Email address change for me: [nhverduin@gmail.com](mailto:nhverduin@gmail.com)
- II. **Vice President** – vacant  
We are still in need of someone who can assist in the VP spot.
- III. **Recording Secretary**- Amy
  - a. March minutes- no updates
  - b. April- no meeting
- IV. **Correspondence** – Nancy G  
No correspondence
- V. **Treasurer's report**- Bob Baker
  - a. Our budget is on target compared with last year this time period
  - b. Working with CPA to complete 990 (5/15) and NJ Charitable form (6/30; Gerry O'Donovan will accompany Bob to CPA to sign e forms)
  - c. Bob address state notices which were incorrect in findings by the state
- VI. **Library Update**- Shura Arnold
  - a. Proposal- Tech Services – while no quorum was present, those in attendance reviewed the library's request to allocate up to \$7,500 in furniture and technology line on the budget to improve the tech services space with additional cubes/furniture, removal of shelves and dropping of electrical as warranted. The current space does not allow for adequate space for staff. We will have a formal vote at the June meeting.
  - b. Staff Changes: Pat Kennedy Grant is retiring this summer, Rosio Campbell resigned to attend school full time
  - c. Ice Cream Social- To boost attendance, the youth services area is requesting support for combining the event with a professional campfire story teller. Attendees can bring lawn chairs and enjoy this evening event. August 12,19,21, 22. The Friends agreed this is an excellent idea.
- VII. **Reports by committee chairs**-  
Nominating- Nancy G
  - Additional board seats- looking for candidates
  - PR chair
  - VP

## Friends of the Bernardsville Public Library Board of Directors



### Finance- Jamie (transition), Dave and Gerry

- a. No changes required in our investments
- b. Paypal request submitted for \$248 from Feb event

### Fundraising- Jamie/ Debbie

- a. A Hole Lot of Fun- Feb 8<sup>th</sup> 2020 -Letter sent to 7 of the 2019 hole sponsors. Three have already confirmed for next year: Bernardsville Inn, Elite Taxi & Limo, Ludlow, plus the Friends hole (4 of 18 holes)
- b. Campaign subcommittee meeting will be planned for late May/early June.

### Programs- Dan/ Pat

- a. Sunday's at three- Viva Vallenato! Folk Music of Colombia April 28<sup>th</sup> . – 100 attendees and lots of dancing! \$107.50 donated
- b. Requested for vote: \$125 additional budget item for food for the concerts. This would allocate \$25 per event (covered by donations) for drinks, cups, napkins and a core food item. Friends would continue to supplement with additional dishes.
- c. May Movie: The last Suit
- d. June senior breakfast 7<sup>th</sup>- need to coordinate hot dishes – Dan to send sign-up sheet which will include what is needed (based on last year's event) so sign up would be by item to ensure we have what we need and no overlap.

### Volunteer Recognition- Lori

- a. The invitation should have been received. We already have approximately 60 who plan to attend. Lori, Debbie and Pat may need assistance and will let us know via email. Jerry Clarke has volunteered.
- b. The junior volunteer event that will be at 7 on June 5<sup>th</sup> prior to regular meeting.

### Public Relations- Subcommittee met (Bob, Pam, Nancy G, Gerry, & Nancy V)

We will plan another meeting. A few topics:

1. Purchase a sandwich board to use with upcoming movies
2. Purchase a sandwich board to use with upcoming concerts
3. Flyers for concerts, including in Spanish
4. Quarterly bookmarks with upcoming events (save the date for movies/concerts/etc) or mini flyers to give out at each concert/movie for upcoming events.
5. October Friends of the Library event planning
6. Newsletter article due June 1

### Public Comments

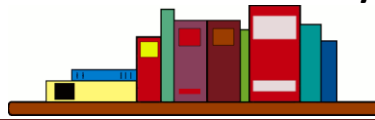
Board of Trustees- Terry

Foundation- Leslie

- a. Appeal letter was sent
- b. Planning for wine event 9/27 at the USET
- c. Friends will again donate a lottery basket (Pat)

Next board of Directors: June 5<sup>th</sup>

# Friends of the Bernardsville Public Library Board of Directors



## Current 2019 Committee Assignments/Task Forces

Finance	Fundraising	Nominating	Programs/ Movies	PR/ National Friends	Volunteer	Campaign
David Larkin (co chair)	Jamie Bertoni	Nancy Goguen	Dan Lincoln	Vacant	Lori Pakrul	Lori
Gerry O' Donovan (Co Chair)	Steve Autenrieth	Steve Autenrieth	Steve Autenreith	Bob Baker	Debbie Heimerl	Nancy
Bob Baker	Pat Carroll	David Larkin	Pat Carroll	Denis Dooley	Denis Dooley	Debbie
Debbie Heimerl	Jerry Clark			Nancy Goguen		
Amy DeMilt	Debbie Heimerl *Co chair- correspondence			Pam Isenburg		
	Amy DeMilt			Gerry O'Donovan		
	Nancy Verduin			Nancy Verduin		

Note: Dan is available for any committee for posting flyers.  
 Dan is on the donations task force with the Foundation and library  
 Pam is assisting in attending the Foundation meetings.

## Friends of the Bernardsville Public Library Key Dates 2019

6/5/2019      7/10/2019 (second week)      8/7/2019      9/4/2019  
 10/2/2019      11/6/2019 (7 pm annual meeting, full room)

### Concerts:

March 24                                      Forever Ray  
 April 28                                        Viva Vallenato! Folk Music of Colombia  
 November 3,                                  Flamenco Guitar  
 October 13 or December 8

### June 7 Senior's day

**National Volunteer Week celebration:** May 6th

**Ice Cream Social:** August TBD

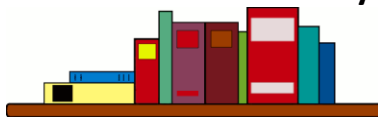
**Annual Campaign:** October 2019

**National Friends of the Library Week:** October 19-26

### Meeting agenda topic key dates:

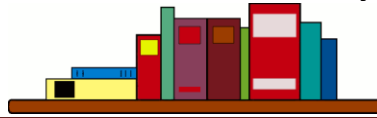
1. May
  - Volunteer recognition event
  - Volunteer committee- Junior Recognition award planning
  - Programs- Senior breakfast planning
  - Public Relations- Newsletter July/Aug
  - Friends Celebration task force initial meeting
  - Campaign Planning update
2. June
  - Junior Recognition award event
  - Senior breakfast 7<sup>th</sup>
3. July
  - Fund raising update
  - Public Relations- Newsletter Sept/Oct
  - Friends Celebration task force plans formalized

## Friends of the Bernardsville Public Library Board of Directors



4. August
  - Finance-Initial Budget development
  - Fund raising update
  - Develop and finalize annual letter
  - Finalize campaign details/ letter/listing
5. September
  - Finance- Preliminary Budget 2019 presented
  - Nominating committee- initial discussion officers and committee chairs for 2019
  - Public Relations- Newsletter Nov/Dec (this is the annual letter)
6. October
  - Finance- Budget 2019 finalized
  - Campaign letter sent
  - Friends week celebration
  - Nominating committee- officers and committee chairs for 2018 finalized
7. November
  - Annual meeting
    - Budget approval
    - Committee Chair/Officers

# Friends of the Bernardsville Public Library Board of Directors



## Friends of the Bernardsville Public Library – 2019-Roster

<b>Officers:</b>					
				<u>Home</u>	<u>Cell</u>
President	Nancy Verduin (Craig)	2021	<a href="mailto:nhverduin@gmail.com">nhverduin@gmail.com</a>	50 Ambar Place	221-0572 265-4818
Vice Pres.	Vacant				
Treasurer	Bob Baker (Rosalie)	2021	<a href="mailto:robert.baker@verizon.net">robert.baker@verizon.net</a>	61 Olcott Avenue	953-9482 884-8045
Record.Sec./	Amy DeMilt (William)	2019	<a href="mailto:amydemilt@verizon.net">amydemilt@verizon.net</a>	23 Stevens Street	672- 6297
Corrsp.Sec.	Nancy Goguen	2020	<a href="mailto:n_goguen@yahoo.com">n_goguen@yahoo.com</a>	142 Old Army Road	696-0805 304-8335
<b>Committee Chairs:</b>					
Finance	David Larkin (Kathryn)	2019	<a href="mailto:david.s.larkin@ml.com">david.s.larkin@ml.com</a>	19 Burrows Ave	370-7423
	Co Chair Gerry O'Donovan (Seos)	2021	<a href="mailto:gtdonovan@gmail.com">gtdonovan@gmail.com</a>	81 Mountaintop Rd	256-5022
Fundraising	Jamie Bertoni (John)	2021	<a href="mailto:jbertoni1@verizon.net">jbertoni1@verizon.net</a>	36 Locust Drive	766-5066 507-7961
	Co chair Debbie Heimerl (Wolfgang)	2020	<a href="mailto:heimerl@lawfirm.att.net">heimerl@lawfirm.att.net</a>	27 Highview Avenue	766-2916
Nominating	Nancy Goguen	2020	<a href="mailto:n_goguen@yahoo.com">n_goguen@yahoo.com</a>	142 Old Army Road	696-0805 304-8335
Program	Dan Lincoln (Kate)	2019	<a href="mailto:dwlinc@ml.com">dwlinc@ml.com</a>	28 Olcott Avenue	204-0088 285-1915
Public Rels.	Vacant				
Vol. Recog.	Lori Pakrul (David)	2021	<a href="mailto:lpakrul@yahoo.com">lpakrul@yahoo.com</a>	66 Old Army Road	953-0805 448-9849
<b>Board Members:</b>					
	Stephen Autenrieth (Lois)	2020**	<a href="mailto:autenrieth@att.net">autenrieth@att.net</a>	18 Columbia Drive	766-3362
	Jerry Clark	2020	<a href="mailto:jerryclarke128@gmail.com">jerryclarke128@gmail.com</a>		647 9156 655-5035
	Patricia Carroll (John)	2019	<a href="mailto:patcarrollmail@gmail.com">patcarrollmail@gmail.com</a>	55 Anderson Hill Road	973-885-7393
	Denis Dooley (Katie)	2020**	<a href="mailto:djdii@juno.com">djdii@juno.com</a>	17 Olcott Avenue	766-3034
	Pam Isenburg	2020	<a href="mailto:iiinc@yahoo.com">iiinc@yahoo.com</a>	171 Campbell Rd; Far Hills	07931 766 5275 625- 6270
<b>Library Director:</b>					
	Alexandra (Shura) Arnold		<a href="mailto:aarnold@bernardsvillelibrary.org">aarnold@bernardsvillelibrary.org</a>	Director's Office #	766-0659
<b>Board of Trustees:</b>					
	Patrice O'Regan Cummings	Vice Pres. & Liaison	<a href="mailto:patriceocummings@me.com">patriceocummings@me.com</a>	34 Spruce Place	204-0359 962-4871
<b>Foundation</b>					
	Leslie Brown-Witt	Chair	<a href="mailto:lbrownwitt@aol.com">lbrownwitt@aol.com</a>	(Office)	908-766-4988