

**Minutes of the Board of Trustees Meeting
Bernardsville Public Library
October 15, 2019**

Attendance: Mary Jane Canose, Patrice Cummings, Gretchen Dempsey, Richard Diegnan, Mark Krook, Lucy Orfan and Terry Thompson were present. John Bertoni and Valerie Zanardi were absent. Alexandria Arnold, Executive Director, Bernardsville Public Library, was 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: The September minutes were approved as submitted.

Director’s Report: Shura Arnold will be on vacation from October 17-28, 2019. Ms. Arnold discussed the plans for new furniture and painting in the Youth Services area. Mrs. Canose said that the roof contract was expected to be awarded at tonight’s Council meeting. Ms. Arnold said that the “Patio Park” event just before this meeting had been very pleasant, and that our handyman, Norm Luik, had done an excellent job on refurbishing the patio furniture. Unfortunately, the HVAC issues are still unresolved.

Treasurer’s Report and Bills: Mr. Krook presented the Treasurer’s Report and bills, noting that there again was nothing exceptional this month, and that although it looks as if we are ahead on the budget, the heavy expenses expected in the last months of the year mean that we are on target. Mrs. Cummings asked about reserves. Mr. Krook moved to approve the Treasurer’s Report, to pay the new bills received from October 1-15, 2019, and to ratify the payment of bills received and paid from September 18-September 30, 2019. Mr. Diegnan seconded the motion, which carried by unanimous roll call vote.

Committee Reports:

Finance: Mr. Krook commented that the 2020 budget is in process of preparation, and that the Finance Committee will consider it in mid-November, bring to the Board for approval in December, and present to the borough before February. Mrs. Canose will take the simplified draft Memorandum of Understanding to the Borough Finance Committee for their approval.

Personnel: Mrs. Zanardi will send the draft material to the Board for Ms. Arnold’s review.

Planning: Mrs. Cummings will schedule a meeting before the next Board meeting. The Board agreed to sponsor a hole at the Friends’ mini-golf event; Mrs. Cummings will collect checks at the November meeting.

Policy: Mrs. Orfan moved to go into executive session at 5:59 pm to discuss material the disclosure of which constitutes an unwarranted invasion of individual privacy. Mr. Krook seconded the motion, which carried. On return to public session at 6:10 pm, Ms. Thompson

moved an amendment to the proposed changes to the borrowing policy, seconded by Mr. Krook and carried. Mrs. Orfan moved the proposed changes in the library's borrowing policy as amended; Mr. Krook seconded the motion, which carried. Mrs. Orfan then moved changes to the library's gift policy; Mrs. Canose seconded the motion, which carried.

Public Participation:

Friends: are working on the mini-golf event and their budget.

Foundation: Funds are still available to match donations. Mr. Diegnan applauded the Foundation's beer and wine tasting fundraising event, calling it "excellent".

Communications: Ms. Arnold circulated a thank-you from the staff to the Board for the lunch at the staff training session.

Unfinished Business: none.

New Business: Ms. Thompson moved to accept the proposed schedules for 2020 Board meetings and library closings. Mrs. Cummings seconded the motion, which carried. Mrs. Dempsey agreed to attend the MUF meeting on November 12 with Ms. Arnold. Mrs. Cummings will cover the November Friends and Foundation meetings, as Ms. Thompson will be away from October 31 to November 13. Mrs. Cummings reminded the Board about the Cultural Arts Committee meeting on October 16 at the high school PAC.

The meeting adjourned at 6:29 pm.

Respectfully submitted,

Terry A. Thompson, President