

**Minutes of the Board of Trustees Meeting
Bernardsville Public Library
September 17, 2019**

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

President Terry Thompson called the Board of Trustees (“Board”) meeting to order at 5:37 p.m. and read the Open Meeting Notice, followed by the roll call.

Minutes: The July minutes were approved as submitted.

Director’s Report: Shura Arnold mentioned the recent fire inspection and a few corrections to be made before a reinspection. She also discussed the “Patio Park” event on October 15 at 4 pm, before the regular Board meeting. She mentioned that four tickets to the Foundation event had been donated for staff use, and that a new circulation assistant had been hired.

Treasurer’s Report and Bills: Mark Krook presented the Treasurer’s Report and bills, noting that there was nothing exceptional this month. Mr. Krook moved to approve the Treasurer’s Report, to pay the new bills received from September 1-17, 2019, and to ratify the payment of bills received and paid from July 17 – August 31, 2019. John Bertoni seconded the motion, which carried by unanimous roll call vote.

Committee Reports:

Finance: Mr. Krook discussed changes in spending priorities (lighting, teen area, as more fully described in an attachment to the agenda) for the rest of the year, for buildings and grounds budgeted amounts not yet spent. He moved to approve the changes, seconded by Patrice Cummings and carried by unanimous roll call vote. He also discussed proposed changes to the Memorandum of Understanding with the borough regarding costs of indoor and outside maintenance and upkeep. The Board concurred in the proposed changes; a revised proposal for the Memorandum of Understanding will be presented at the next Board meeting and then discussed with the borough.

Personnel: did not meet but will meet before the next Board meeting to begin work on Ms. Arnold’s review.

Planning: did not meet, but Mrs. Cummings will schedule a meeting. She has rethought the need for a strategic plan and will revisit that issue.

Policy: did not meet, but will meet before the next Board meeting. Ms. Thompson mentioned the fading bricks in the front entry and on the patio.

Public Participation:

Friends: Nancy Verduin said the concert with the Irish harpist was very successful, plans are ongoing for Friends week (October 20-26). The new letter campaign is starting, there is a concert on November 3, and the Friends are hard at work on the next mini-golf event.

Foundation: Leslie Brown-Witt said the Foundation had almost reached its 2019 letter campaign goal of \$55,000 and provided an updated financial report. She urged participation in the Foundation beer and wine tasting event, noting that tickets were going slowly.

Communications: none.

Unfinished Business: the staff training day lunch contributions were discussed and agreed on. Ms. Cummings expressed her continuing concerns about the roof replacement project.

New Business: The Board briefly discussed sponsoring a hole for the mini-golf event, will decide in October.

The meeting adjourned at 6:37 pm.

Respectfully submitted,

Terry A. Thompson, President