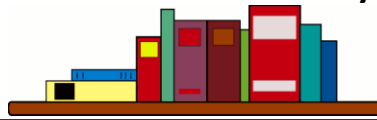


Friends of the Bernardsville Public Library Board of Directors



October 7, 2020 Meeting Minutes

ATTENDANCE: Nancy Verduin, Bob Baker, Pat Carroll, Victoria Oliveira, Nancy Goguen, Jose Borbolla, Gladis Menare, Steve Autenreith, Jerry Clarke, Gerry O'Donovan, Dan Lincoln, Shura Arnold and Patrice Cummings (BOT)

ABSENT: Jamie Bertoni, Amy DeMilt, Deb Heimerl, Lori Pakrul, and Leslie Witt (Foundation)

President remarks- Nancy

Pam Isenberg has moved and will no longer be on the board.

Vice President Remarks- vacant

Recording Secretary- Amy (absent)

September minutes submitted with no comments received, finalized and will be posted.

Correspondence – Nancy G

No correspondence.

Treasurer's report - Bob Baker

The Friends gave the library \$1,000, and paid the ALA dues. Dividends for the period were \$750 with the account balances up \$5,000. Given investment performance and money spent so far this year, we will remain within budget. Direct income is close to equal what we have issued. Money collected from the annual campaign plus what is currently in the reserve will be sufficient to see us through the remainder of 2020 and 2021 if no additional fund raising takes place. There are no unplanned expenses outstanding. The budget for the annual campaign is to be as expected, \$3,600. Money earmarked for children's enrichment programming will be reallocated to an online tutoring service the library is planning to offer.

Library Update - Shura Arnold

The 2021 budget request was submitted to Nancy Verduin and Gerry O'Donnell. Given the unpredictability of 2021 for planning, the budget is based on the 2020 budget with one shift. The library will use \$2,500 to update the Spanish language collection. This collection will be moved to the overflow magazine nook to make it more accessible and appealing.

The library will begin to offer the Tutor.com program in November with the use of the children's enrichment budget. The library believes this tool will help the community as it will provide patrons with additional tools to meet their children's educational needs. Shura will work with Gladis to promote the program.

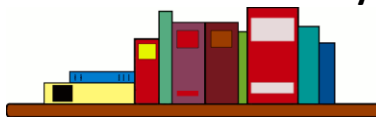
Shura announced that the library will join the Morris Automated Information Network (MAIN) effective January 4, 2021. There are many benefits to joining MAIN including an estimated increase of 2.5 million more items becoming available to our patrons. It will also provide for personnel redundancies not currently available when managing a standalone library. Once the additional space requirements are determined – due to increased movement of materials through interlibrary loans -- funds from the Friends' restricted account may be requested and used to pay for capital improvements needed to adapt existing space.

Board of Trustees- Patrice Cumming

Patrice reiterated the benefits of joining MAIN at this time. The Trustees will spend 2021 reviewing the impact this change has on the library's annual budget.

Foundation- Leslie Witt (absent)

Friends of the Bernardsville Public Library Board of Directors



Nancy mentioned the “Non-Event” fundraiser and the 50/50 mailing.

Reports by committee chairs-

Programs- Dan/Pat – Mr. Ray Drive Up Concert

The high school approved using their parking lot for the concert. Insurances are taken care of. The Friends will issue up to 80 tickets (1 per car). To date, 25 are registered to attend.

Stage: The high school confirmed they will provide and set up the stage and make electricity available. The stage will be set up on the uphill side of the lot. If the weather is poor, the school will provide a shelter for the stage. The school custodians will begin to set up about 2PM.

Sound system: Olivia Manning confirmed they will provide the system at no charge.

Mr. Ray: CDs were ordered, and additional may be ordered if needed.

PR: Flyers have been created and are being distributed in the library and around town. The event is also posted on social media. Gladis is monitoring ticket sales and will provide a list of registrants on the day of. An email of current CDC Covid-19 screening questions will be emailed to registrants prior to the concert asking anyone not meeting the requirements not to attend.

Day of Logistics- Bob will provide vests and coordinate volunteers the day of the event.

Finance- Gerry

Expect to submit 2021 budget next month, estimating \$501,000.

Fundraising- Debbie (absent)

Campaign letter is the only fundraiser for the remainder of the year.

Nominating Committee- Nancy G

No new activity. There are three openings on the Friends Board. Nancy asked that the Friends send her any committee changes wanted for 2021.

Volunteer Recognition- Lori (absent)

Need to determine if goodie bags will be needed this year.

Old Business/new business-

Friends of the Bernardsville Public Library Key Dates 2020

Meetings: November 4

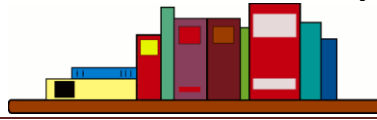
Concerts: October 18, (Nov. 1, and Dec. 6 events cancelled)

Annual Campaign: October 2020- moved to November/December 2020

National Friends of the Library Week: October 18-24

Meeting agenda topic key dates:

Friends of the Bernardsville Public Library Board of Directors



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1. November
 - Annual meeting
 - Budget approval
 - Committee Chair/Officers