

**Minutes of Board of Trustees Meeting
Bernardsville Public Library
November 16, 2010**

Attendance: Peter Miller was absent. John Deibert, President of the Friends of the Bernardsville Public Library (“Friends”) and Karen Brodsky, Executive Director, Bernardsville Public Library, were also present.

Stephanie Wallace called the Board of Trustees (“Board”) meeting to order at 5:30 p.m. and read the Open Meeting Notice.

Public Participation: John Deibert said that the Friends’ Annual Meeting would be the next evening (Nov. 17) and that Barbara Duffy, Michelle Iossa and Tom Shea would be leaving the Friends’ board. Caroline Browne, Shikha Mayer and Michael Viola will join the board..

Minutes: The September minutes were approved with three corrections, approval moved by Patrice Cummings and seconded by Donald Buset. Jim Kellett, John McCrossan, Peter Miller and Terry Thompson abstained. The October minutes were approved with one correction, approval moved by Lucy Orfan and seconded by Mrs. Cummings. Jim Kellett and Peter Miller abstained..

Director’s Report: Ms. Brodsky presented highlights and additions to her written report, as follows:

- She called special attention to the generosity of Maud Thiebaud, in funding a scholarship grant program for a staff member or members to attain a graduate degree in library science (Appendix C to the board package). The board expressed great appreciation for Ms. Thiebaud’s gift and her loyalty to the library.
- She reminded to save January 19, 2011, 4:30 to 6, to celebrate Michael Casey’s service and weep over her retirement.
- She complimented our staff on the elegant and delicious success that they made of the annual Somerset Hills libraries gathering. The Board was not surprised, having seen and tasted their work at the Volunteer Recognition celebration, but was appreciative, grateful, and wished we had been here for the goodies.
- She described the need for moving to a 14-digit barcode.
- She thanked John McCrossan and Ralph Maresca for expediting the most recent roof repair.
- Board issues:
 - Board approved concept of Collection Development Policy statement, Ms. Thompson suggested additional word-smithing.
 - The Board biographies were okayed subject to one more editorial look by Mrs. Orfan.
 - Mr. Buset moved a resolution to appoint Nisivoccia & Co. LLP, to audit the 2010 financial statements. Ms. Thompson seconded the motion, which carried.
 - The Policy Committee will review the Community Room exhibits issues.

Treasurer’s Report: Mr. Kellett presented the Treasurer’s report. Ms. Thompson moved to approve the Treasurer’s Report, to pay the new bills received from November 1-16, 2010, and to

ratify the payment of bills received and paid from October 20-31, 2010. Mr. Bursset seconded the motion, which carried by a unanimous roll call vote.

Committee Reports:

Finance: The committee met on October 14 to prepare the draft 2011 budget (discussion of the budget was postponed until this meeting, so that Mr. Kellett could lead it). After discussion, Ms. Thompson moved to approve the draft budget; the motion was seconded by Mrs. Cummings and carried, with Mr. McCrossan abstaining. Mr. McCrossan asked about grants in 2011 and mentioned that Councilwoman Foster was looking into possible Somerset County funding for solar panels.

Personnel and Policy: did not meet.

Long-Range Planning: The committee met twice, first to discuss potential foundation trustees and incorporation documents, second, with Messrs. William G. Fischer, Jr., Edwin C. Landis, Jr., and Howard Lemberg, who have agreed to serve as the incorporators of the foundation and members of its initial board of directors. Ms. Thompson prepared a draft of Articles of Incorporation and has incorporated Mr. Landis's suggestions and sent that draft on to Jack Pidgeon. Mr. Landis also requested that bylaws be drafted, and Ms. Thompson has completed a draft, which is being reviewed.

Communications: Mrs. Wallace mentioned acknowledgements from the staff for the staff party.

Old Business: none.

New Business: Mrs. Wallace appointed Peter Miller and Maribeth Southworth as the members of the Nominating Committee for the four officer slots for 2011.

At 6:50 Mrs. Wallace moved to go into executive session to discuss personnel and other matters. Mr. Bursset seconded the motion, which carried. At 7:29, the meeting returned to public session. Mrs. Cummings moved that we submit a second draft budget to the Borough, containing the library's actual financial needs if services were to be maintained at their current level, and that the draft budget already approved be labeled "Contingency Plan Budget". Mr. Bursset seconded the motion, which carried unanimously. There being no further business, at 7:30 Mr. Bursset moved to adjourn the meeting; Mrs. Orfan seconded the motion, which carried.

Respectfully submitted,

Terry A. Thompson
Secretary