

**Minutes of Board of Trustees Meeting
Bernardsville Public Library
August 17, 2010**

Attendance: Jim Kellett and Lucy Orfan were 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 5:32 p.m. and read the Open Meeting Notice.

Public Participation: John Deibert said that he had met with Donald Burset to discuss the library’s potential funding needs this morning; they had a useful conversation.

Minutes: The July minutes were approved as submitted, moved by Patrice Cummings and seconded by Mr. Burset.

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

- She reminded that Volunteers of the Year will be recognized on Sunday, September 12 at 2 pm.
- She thanked John McCrossan for including the library in a discussion the borough had with a health insurance broker; there may be some opportunity for further savings if the borough changes and the library can be included in the borough plan.
- She highlighted all the excellent work staff is doing in various areas of the collection.
- Marilyn and Michael Dee have made a generous gift to the library to enable a switch to Office 2010; the board expressed its gratitude.
- The man whose behavior in the parking lot led to a patron complaint has been arrested.
- The Readers’ Service office window has been installed and makes an enormous difference.
- Ms. Brodsky expressed her thanks to the borough fire official for his clarifications of the fire inspection report. All items addressed are being remedied.
- The State Library expects that there may be midyear budget cuts in 2011.
- Ms. Brodsky has accepted the Chairship of the NJLA Public Relations committee, to focus on legislation and advocacy.
- Mr. Burset complimented the Youth Services staff on the “staycation” summer events.

Treasurer’s Report: Ms. Brodsky presented the Treasurer’s report in Mr. Kellett’s absence, noting increases in the electric bill, the water bill, wages (due to the increases approved last month) and the Readers’ Service office window installation. Terry Thompson moved to approve the Treasurer’s Report, to pay the new bills received from August 1-17, 2010, and to ratify the payment of bills received and paid from July 21-31, 2010. Mr. McCrossan seconded the motion, which carried by a unanimous roll call vote.

Committee Reports:

Finance, Personnel: did not meet.

Policy: Ms. Thompson moved the Policy Committee's recommendations for changes to the Computer Use and Internet Policy regarding printing, and to the Personnel Manual. Mr. Burset suggested that envelope printing should be permitted, and seconded the motion to accept the Computer Use changes as amended to include envelopes. Maribeth Southworth seconded the Personnel Manual changes. Both motions were approved unanimously.

Long-Range Planning: Mr. Burset reported on the meeting held on July 30th and discussed the committee-recommended Fund Development Plan (included in the Board package). Ms. Brodsky circulated copies of her drafts of a "Model for Vendor Fundraiser at Bernardsville Public Library" and "Model for Private Fundraiser to Benefit Bernardsville Public Library". The Board discussed the "'Small Efforts" and approved them in principle, with the condition that at least for the present, the Board wanted to approve the specific fundraiser concepts presented, both private and those to be held at the library. Ms. Southworth suggested a form to be submitted by potential fundraisers. Pete Miller noted that in these difficult times, all public boards were having to consider sponsorships and other avenues to add to funding. Ms. Thompson questioned the draft Models' requirement that the library Public Relations Coordinator submit the publicity about Vendor Fundraisers to the press. Ms. Southworth said that she would be doing a signing of her new book at the library in October and would give the proceeds to the library. The Board was very impressed and pleased, and congratulated Ms. Southworth on her achievement! Mr. Burset moved to accept the Vendor Fundraiser Model in principle, subject to some further wordsmithing, so that Ms. Brodsky had something to work with to respond to requests; this was seconded by Ms. Southworth and carried. Mr. Burset also moved the Private Fundraiser model in principle, subject to the same conditions and for the same reason; Ms. Thompson seconded this, which also carried. Both models will be reviewed by the LRP Committee before the next Board meeting, and shown again to the Board. Mr. Deibert said he had been putting together a list of local businesses as potential contributors, and provided it to Mr. Burset. Mr. Burset said that the LRP Committee would meet with a committee of the Friends on September 8 at 5:30 pm at the library.

Communications: Mrs. Wallace mentioned the Trustee Institute to be held on September 25 in Princeton.

Old Business: none

New Business: Mrs. Wallace said that Ms. Southworth would be signing her books at the library on November 9 and again on November 20, both at 1:30 pm. Patrice Cummings moved approval of the Executive Session minutes of May 18 and June 15, 2010, seconded by Ms. Southworth. Both were approved without change; Mr. Miller abstained from voting on the June 15 minutes.

There being no further business, at 6:45 Mr. Burset moved to adjourn the meeting; Ms. Southworth seconded the motion, which carried.

Respectfully submitted,

Terry A. Thompson
Secretary