Minutes of the Bernardsville Library Board of Trustees Regular Meeting
March 15, 2022 By ZOOM

Attendance: Board members Rich Diegnan, Skip Orza, Terry Thompson, Jena McCredie, Nancy Verduin, Mark Krook, Gretchen Dempsey and Amy DeMilt were present at the meeting. Alexandria Arnold, Executive Director, Bernardsville Public Library, Leslie Brown-Witt, Bernardsville Library Foundation and Library staff members Laura Cole and Jill Hackett were also present.

Not Present: John Bertoni

Vice President Orza called the Board of Trustees ("Board") meeting to order at 5:30 p.m. and read the Open Meeting Notice as follows:

- In accordance with the Open Public Meetings Act (N.J.S.A. 10:4-8 et.seq.), 1975), written notice of this regular meeting has been sent to the following newspapers: The Bernardsville News, the Courier News, and the Star-Ledger. Written notice has also been sent to the Borough Clerk, posted on the Library web page, and posted on the principal entrance door of the Library. The meeting will be conducted by Zoom, and the public has been invited to participate, and told how to participate, via Zoom or telephone in the notices.

- The agenda and documents to be discussed at this meeting are available for review in advance of today's meeting on the Library's website, https://bernardsvilletlibrary.org/home/board and also at the Library's circulation desk during regular library hours.

- Members of the public are invited to comment either during the public comment period of the meeting or by submitting written or emailed comments in advance of the meeting. All commenters should identify themselves by name and street address.

Roll Call

Disposition of Minutes of Previous Meeting: Ms. DeMilt asked for any comments or edits on the minutes for the February Board of Trustees meeting minutes. Mr. Orza moved to submit the February 15, 2022 meeting minutes for approval, the motion was seconded, and the minutes were approved.

Director's Report: In addition to the items mentioned in her report, Ms. Arnold presented the following:

- The Library is fully staffed, and training is going very well. The Library will resume regular hours April 7, 2022 10 a.m. - 5 p.m.

Treasurer's Report: In addition to the items in the Treasurer's report, Mr. Krook submitted the following:
Budget – The first Borough allocation has been provided, but no response on the draft 2022 budget to date. Mr. Krook will look to schedule further discussions with the Borough regarding the draft budget.

Statement of Accounts – The Consortium membership has been zeroed out and will continue to carry as a line item of $0 going forward.

Action on Bills: Mr. Krook moved to approve the Treasurer’s Report, to pay the new bills received from 2/15/22 to 3/15/22 and to ratify the payment of bills received and paid from 1/19/22 to 2/15/22. Mr. Diegnan seconded the motion, which was then passed by unanimous roll call vote.

COMMITTEE REPORTS:

Finance: No meeting.

Personnel: No meeting. Ms. Thompson indicated she met with Ms. Arnold to present her annual review for 2021 and discuss goals for 2022.

Policy: Meeting scheduled the week of 2/21/22 to discuss four policies. Two policies will be redrafted and will be reviewed in the coming month.

Planning: No meeting. Bathroom project update – received quotes from Doug Walker, and will select fixtures.

PUBLIC PARTICIPATION OR COMMENTS:

Friends of the Bernardsville Public Library: Nancy Verduin reported that the FBPL movies would be starting March 18, 2022. The previously discussed concert did not work out as of this date. Ms. Verduin attended the Harding mini golf for ideas. Ms. Verduin was also asked to be on a panel for FBPL – SUCC/MAIN call – lots of questions re Friends group, good exchange of information.

Bernardsville Library Foundation: Leslie Brown-Witt for the Foundation reported that Foundation reapproved the 2022 budget, business registrations gaming license and Boomerang software will be updated. Target for Appeal letter is May 2022. The new vice-chair is to review major fundraiser meeting, the fall event has not been determined. The Foundation has a new website linked to the Library web site: www.bernardsvilletownlibraryfoundation.org

COMMUNICATIONS: Nothing.

UNFINISHED BUSINESS:
NEW BUSINESS:

- Discussion of recommendations for the Door Project –Ms. Arnold indicated bid opening on 2/24 –Dan Lincoln compiled the two bids received (see packet). Mr. Lincoln recommended ADS Door Systems, LLC for the project. If the Board accepts the proposed bid, the Board should do so and communicate to the Borough. The Borough then needs to review the bid and vote prior to further engagement. Funding to be provided from our budget. A motion to accept the bid submitted by ADS Door Systems, LLC, and Mr. Krook seconded the motion, which was then passed by unanimous roll call vote.

- Decommissioning of Equipment: Dell Optiplex 390 (S/N 8048389069, Tag# 3P3SWR1) a motion was made by Ms. Thompson to decommission this equipment, as it is no longer need for public service. Ms. Verduin seconded the motion, which was then passed by unanimous roll call vote.

At 5:58 pm, the meeting was adjourned.

Respectfully submitted,

Amy DeMilt, Secretary