Minutes of the Bernardsville Library Board of Trustees Regular Meeting
May 17, 2022

Attendance: Board members John Bertoni, Rich Diegnan, Terry Thompson, Jena McCredie, Nancy Verduin, Mark Krook, Skip Orza and Amy DeMilt were present at the meeting. Alexandria Arnold, Executive Director, Bernardsville Public Library and Library staff member Jill Hackett were also present.

Not Present: Gretchen Dempsey

President Bertoni called the Board of Trustees (“Board”) meeting to order at 5:31 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://bernardsvillelibrary.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.

Pledge of Alliance

Roll Call

Disposition of Minutes of Previous Meeting: Ms. DeMilt asked for any comments or edits with respect to the April Board of Trustees meeting minutes; there were none. Ms. DeMilt moved that the April 19, 2022 meeting minutes be approved. Ms. Thompson seconded the motion, and the minutes were approved.

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

HR issues: Laura Cole is on personal leave for 8 weeks. Ms. Arnold has tendered her resignation effective July 8, 2022.

Treasurer’s Report: In addition to the items in the Treasurer’s report, Mr. Krook submitted the following:
• 1/3 of the way through the fiscal year and the budget remains on track.

**Action on Bills:** Mr. Krook moved to approve the Treasurer’s Report, to pay the new bills received from 4/20/22 to 5/17/22 and to ratify the payment of bills received and paid from 3/15/22 to 4/19/22. Ms. Verduin seconded the motion, which was then passed by unanimous roll call vote.

**COMMITTEE REPORTS:**

**Finance:** Mr. Krook stated that on April 21, 2022 Ms. Arnold and Mr. Krook met with the Borough with respect to the 2022 Budget and 2022 Library plans. The budget of the Borough has been approved; in turn, the Library budget has been approved. Mr. Krook indicated at that meeting that the Library’s 2022 proposed budget was essentially flat this year, and we would be looking to move into $940-950k range next year. Donations were discussed; Mr. Krook said we have earmarked projects in excess of $200k in coming year (phones, bathrooms, etc.). Of Note: there was a 3% salary increase for all Borough employees in 2022; the Library’s proposed budget only had a 2% increase. Since the Borough budget approved the 3% increase, Mr. Krook recommended that we increase Library personnel from 2% to 3% salary increase, which would be approximately $5800.

Mr. Krook made a motion to further increase the Library personnel salary increase from 2% to 3% for 2022, such increase would be retroactive to January 1, 2022 and align with the Borough’s 3% salary increase for 2022. Mr. Bertoni seconded the motion, which was then passed by unanimous roll call vote.

**Personnel:** No meeting.

**Policy:** No meeting. New Director will address outstanding policy review

**Planning:** No meeting.

**PUBLIC PARTICIPATION OR COMMENTS:**

**Friends of the Bernardsville Public Library:** Nancy Verduin reported on behalf of FBPL, that two Board members were leaving, they have several candidates for the FBPL Board. Presently there is a concert scheduled on June 12th, which will highlight Carole King. Ms. Verduin attended the Downtown Bernardsville community meeting and identified various events in which the Library could collaborate; the first was the Car Show June 5th. FBPL intends to have a tent at the Car Show, with various giveaways promoting the Library. Other opportunities for collaboration: Scarecrow Walk, Jolly Jamboree weekend and cross promotion of movies and concerts. Ms. Verduin also confirmed that the new homeowner listing has been updated for 2022.

**Bernardsville Library Foundation:** Leslie Brown-Witt for the Foundation reported via email that there was not a May meeting due to Board members being out of town. The Foundation’s
appeal letter will be mailed by the end of May. The Foundation’s taxes have been paid. The Fall Event Steering Committee had a meeting, and plan another before the June meeting.

COMMUNICATIONS: None

UNFINISHED BUSINESS:

- None

NEW BUSINESS:

- None

At 5:58 p.m., the meeting was adjourned.

Respectfully submitted,

Amy DeMilt, Secretary