

May 1, 2024

7:00 start (VIRTUAL – ZOOM)

Attendees: Nancy V, Bob B, Kathy P, Nancy G, Patrice C, Anita G, Carolyn D, Cherlyn M, Gerry O, Mary Fran D, Kathleen D, Gladis M, Maria P, Jerry C, Nina A

President's remarks

June meeting- Nancy V will be out; Nancy G will lead meeting with support from Bob and Nina

Board of Trustees

Vice President Remarks- Vacant- Need to fill this year, 2 co vice presidents?

- Foundation meeting May 14th in storytime room (will be run by Shikha) Cheryl

Recording Secretary- Nina

- If anyone can send Nina the February agenda that was sent via email, that would be great. Updated April minutes shared via email.

Correspondence – Nancy G

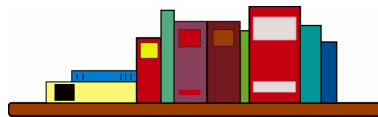
- No update

Treasurer's report- Bob Baker

- March finance report shared out via email and during meeting
- CPA has financials and will be preparing IRS 990 and NJ Charitable Registration, and will do financial audit (can expect to get it back in September)
- Plan to share April and May financials at June meeting
- Bob will be on vacation during Beatles performance and we are paying directly, so he will write check before he leaves. Jerry to get invoice to Bob by May 15 and handle day-of payment

Library Update- Fran

- Library closed early today due to water leaking but will be open tomorrow (5/2) and will hold story time outside on patio. Don't know extent of damage yet, but Public Works and plumber were very responsive and working on it
- Borough of Branchburg has moved their budget and it's the first time in 11 years library has been granted its full ask; will be voted on later this month
- Auditors reviewed 2023 and everything has gone smoothly
- Number of new programs including Mahjong (solid attendance and well-received)



- Gearing up for summer reading -- requesting help with some volunteer signups. Need friends to support while people sign up, hand out snacks, play with kids, etc during “open house” style summer reading in afternoon. Will be other summer reading events throughout the season that friends could help out at.
- Library has adopted new platform for accessing e-books (one of the pilot libraries through statewide initiative); has more extensive book selection, especially teens and Spanish language
- Rolling out museum passes this month; patrons will be able to reserve passes for specific days
- If anyone knows a teen looking for summer job, great internships across Somerset county through grant program
- Postcard going out middle of May with upcoming library summer events
- Making final decision about a new printer; will have perks for sandwich boards
- While library encourages e-book use, they definitely love patrons using paper books (cost is much more sustainable for library and it gets people in to see great programming and resources)
- Fran to check and make sure Beatles flyers are up in library
- Plan to do summer volunteer appreciation luncheon at end of summer
- Excited for staff development day luncheon – thank you to the Friends for organizing (still have leftover drinks, so we can go lighter on those)

Reports by committee chairs-

Programs Adult- Jerry

Beatles May 19 **2 PM** please sign up for snacks and water bottles (small ones)

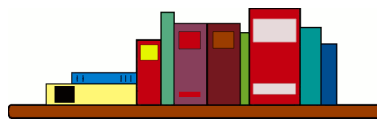
<https://www.signupgenius.com/go/10C0E44AEAF2DA2FCC34-49073214-beetles#/>

- Anita will plan to get free advertising in Bernardsville News this weekend (and Anita also able to volunteer if we need extra hands)

Mark calendars for **Senior Breakfast and show June 7th**

Need Sign Up Genius for this event. Please provide listing of what is needed so the sign up for this event can be created. Jerry to ask Lennie if she has a list from last year. Jerry/Cheryl to connect about sign ups.

- Fred Miller booked for June 7 (Senior Breakfast), Gershwin tribute.
- Bicentennial is around same time; considered rescheduling event so we can spread out events for seniors a bit more throughout the year. Decided to keep things as is for this year, but consider for future years.



Intergenerational Prom is this weekend. If you know anyone who wants to come, reach out to Cheryl. Very fun and free event!

Programs- Youth- Meghan & Allison

- Summer reading: holding 3 adventure story times at the pool and Sterling Stables. Meghan and Allie to send out sign up genius for summer reading kick-off and ice cream social
- Update on the possibility of the art show and/or other upcoming activities
 - Fran and staff talked about art show and are leaning towards smaller “tiny art show” (rather than juried or judged). Will get bulk packages of 5x7 canvases for participants to pick up from library, and bring it back before Friends of the Library week for us to showcase on book displays. Can be painting or multimedia on canvases. Make sure people put name, age, phone number on back of canvases. Can have “best of show” categories and fun superlatives to have a lot of awards (no prizes) shared during reception at the end (tentatively Saturday 10/26, but can fit it in to whatever night we need to based on other scheduled events). Other libraries have a lot of participation when they hold similar events. Can engage local art businesses/schools through outreach and invitation to share with students.

Fundraising- vacant- **Need new fundraising co-chairs!**

- Planning meeting May- can we fit another event in? what would it be?
- Repeat smaller events? (same discussion with PR committee)
 - Shop, Sip, Support? Yes- see National Friends week events
 - Wine Tasting with charge? Yes- Patrick

Public Relations- Gladis

- October 20-26 is national Friends week. We will celebrate over the month, with these potential events/activities:
- Current lineup: See tentative schedule

National Friends of the Library week October20-26

October 17- Thursday night- Support, Sip and Shop (confirmed)

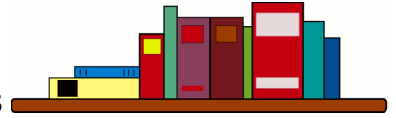
Cost: Ad in paper to promote or promote with Mainstreet B Ville?

October 20- Sunday- Maybe Spelling Bee (informal poll at middle school agreed Sunday better option)

Pat McMillin- Middle School – will confirm once we have a date.

Sweetie Janai- Kumon- yes Kumon will support and sponsor as well as plan

Cost- Prizes, food (maybe have sponsorship from Kumon) **\$400**



October 21- Monday (or Wednesday)

- Diane Lang speaker? Tentative/date and decision on which presentation pending
- Gladis will send email to all Friends to give feedback about workshop offerings

October 22- Tuesday Singing Bowl Meditation \$300

- No charge to patrons- ok
6:30-7:30 and limit to 20-25 (have to lie down)

October 23- Wednesday- open

October 24 Thursday- Wine Tasting?

- Tentative- \$25 per person
Sponsorship pending

October 25 Friday

October 26 Saturday – Arts Reception?

Ongoing activities (not date driven)

- Bookmark contest- Nina
- Book riddle treasure hunt- Nina
- Friendship bracelets- youth group

Nominating- Nancy G

Volunteer Recognition- Victoria

May 10th volunteer/staff luncheon

Public Comments

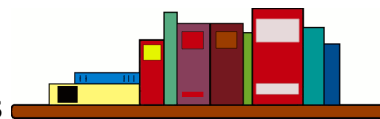
Foundation- Patrice

- Wrapped up last month's Giving Tuesday
- Annual appeal letter going out next week
- Preparing for 50/50 fundraiser. Grand raffle tickets will cost \$100 and be mailed with 50/50s in mid-June. First prize is Broadway show of winner's choosing (including transportation); second prize is a golf day; third prize is Bernards Inn \$550 GC for dinner and stay

By-laws- Carolyn

- Recommendations and suggestions for revisions posed to group via email and discussed during meeting

1. Do we want to set a minimum or maximum number of people? Article IV, Section 1



- Maximum should be our current number (good if it's an odd number); no minimum
- 2. Do we want to eliminate term limits altogether? or allow them to be easily overridden by 2/3 vote? Article IV, Section I
 - Likely don't need term limits. Historically, we've had normal natural turnover; doubt we will lack fresh people coming in with new ideas. Similar structures don't have term limits.
- 3. Do we want to streamline the process for removing a director to a simple 2/3 vote? Article IV, Section IV
 - We have structure for removal (if it's ever needed). "With or without cause" was added language – thinking was that we don't need to set a firm, limited number of parameters, and that board is voluntary and deference should go to larger board as part of a vote.
- 4. Do we want to eliminate or substantially shorten Article VI to allow more flexibility in regard to the creation of / elimination of committees? Or leave as is so that there is a blueprint of how the Friends board should be organized?
 - Lean towards keeping general structure of committees, but add some language to give board flexibility for any future needs that arise re: committee structure (i.e. "a minimum of 6")
- 5. Delete Article VII, Section III (reference to Robert's Rules)
 - Agree to drop. Keep reference to agenda and minutes for every meeting, and that chairperson runs meeting.
- If anyone has additional thoughts/questions about by-laws, reach out to Carolyn. We'll be continuing to edit and suggest revisions, and then will give the board 30 days to formally review before adopting new by-laws.

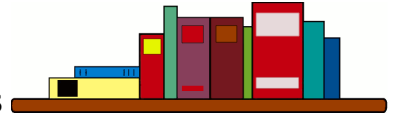
Old Business/New Business- None.

Next Board of Directors: **June 5th**

Friends of the Bernardsville Public Library Key Dates 2024

Meetings: **July 3 (or 10th?)**, Aug 7, Sept 4, Oct 2, Nov 5
Concerts: Harpist booked for October 6
Gerard & Diane for November 17

Friends of the Bernardsville Public Library Board of Directors



Annual Campaign: November 2024

National Friends of the Library Week: October 20-26, 2024

Meeting agenda topic key dates:

1. May
 - PR committee on 2024 Friends of the Library week events- finalize main event, seek sponsors
 - Volunteer recognition event
 - Programs- Senior breakfast planning
 - Public Relations- Newsletter July/Aug- Ask Fran is we still are doing ?
 - Fundraising committee meeting
2. June
 - Volunteer committee- Junior Recognition award planning- Sept?
 - Senior breakfast
 - Campaign task force preliminary planning
3. July
 - Fund raising update
 - Public Relations- Newsletter Sept/Oct
 - Friends Celebration task force plans formalized
4. August
 - Finance-Initial Budget development
 - Finalize annual letter
 - Finalize campaign details/ letter/listing
5. September
 - Finance- Preliminary Budget 2025 presented
 - Nominating committee- initial discussion officers and committee chairs for 2019
 - Public Relations- Newsletter Nov/Dec (this is the annual letter)
6. October
 - Finance- Budget 2024 finalized
 - Campaign letter sent
 - Friends week celebration
 - Nominating committee- officers and committee chairs for 2024 finalized
7. November
 - Annual meeting
 - Budget approval
 - Committee chairs
 - Officers