

MINUTES OF THE BERNARDSVILLE PUBLIC LIBRARY
MEETING OF THE LIBRARY BOARD OF TRUSTEES
October 15, 2024

ATTENDANCE: Jay Ambelang, Brian Brotschul, John Bertoni, Joan Contess, Mark Krook, Robert Re, and Nancy Verduin were present. Mary Fran Daley, Executive Director of the Library was also in attendance.

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

Notice of Meeting:

- In accordance with the Open Public Meeting Act (c.231, P.L. 1975), written notice of this regular meeting has been sent to the following newspapers: The Bernardsville News and The Daily Record. Written notice has also been sent to the Borough Clerk and posted on the Library’s website.
- 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](#), and 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 and limit their comments to three minutes.

Announcement- Mr. Bertoni announced that effective immediately, Rich Diegnan has resigned from the Board of Trustees. Mr. Bertoni will collaborate with the Mayor on candidates for the open position.

Disposition of the Minutes of the Previous Regular Meeting

Ms. Verduin moved for the Board to accept the October minutes with the corrections as noted. Mr. Bertoni seconded the motion. The minutes were approved as revised, with one abstention.

Director’s Report

Ms. Daley highlighted the following items from the director’s report:

- Bathrooms are open.
- Tiny Art Show is up for voting.
- Friends of the Library week starts officially on October 20th with a spelling bee on Sunday.
- Recommendations for wi-fi upgrade and updated firewall were discussed.
- Grant for the local history room is completed.

Treasurer’s Report

Mr. Krook moved to approve the treasurers’ report and the new bills to be paid as presented. The motion was seconded by Ms. Contess, which was then passed by unanimous roll call vote. Resolution to Act Upon Bills 2024- 29 *passed*.

Committee Reports

- **Finance-** The committee drafted a 2025 budget to be reviewed with the Borough Finance Committee. The draft budget includes returning to the pre covid hours of 9 pm closure Monday - Thursday.

There was a discussion regarding the budget for the proposed library reimagination project. In addition to estimates from Creative Library Concepts, the project will incur additional costs, including painting, LED lighting, and carpet replacement. Since part of the funding is expected to come from the Friends' restricted funds, Ms. Verduin requested that, if possible, the Friends of the Library be recognized as the sponsor for a section of the reimagined library (such as the children's area). This recognition could support the Friends' future public relations efforts.

The restroom project experienced a significant delay of four months, extending beyond the initial three-month contract. The direct costs related to the delay exceed \$19,000, but including the penalties specified in the contract, the total cost amounts to \$45,000. The Borough Council will review whether to proceed with the full \$45,000 cost.

- **Personnel-** No meeting
- **Policy-** No meeting
- **Planning-** No meeting

Public Presentations or Comments

- **Friends of the Library** – Ms. Verduin submitted the following report:
Friends of the Library are engaged with final planning and presenting the Friends of the Library week activities.
 - Spelling Bee Sunday 10/20 16 registered up from twelve last year.
 - Wine Tasting – 10/24 there are still spots available.
- **Bernardsville Library Foundation** – The Board received the Foundation check. We appreciate the Foundation contributions to closing the gap in funding for the Library.

Communications

Unfinished Business

New Business

Ms. Daley presented a list of equipment for decommissioning. Mr. Bertoni made a motion to approve the decommissioning, seconded by Mr. Re and approved via roll call vote.

The Public Session adjourned at 6:31 p.m.

Nancy Verduin
Secretary
Bernardsville Library Trustees

