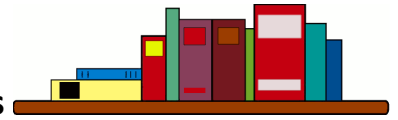


Friends of the Bernardsville Public Library Board of Directors



November 7th 6:30 START

Community Room or zoom

<https://us02web.zoom.us/j/84369990069?pwd=btxwvHA2DRyYzCc6hY99NZwiNM0YIC.1>

Attendees: Fran D, Kim D, Nancy V, Nancy O, Alicia O, Nancy G, Jerry C, Laura C, Shikha M, Kathleen D, Allie P, Carolyn D, Bob B, Nina A, Cheryl M

Annual meeting:

President remarks- Nancy V.

Recognition of retiring board members: Gladis, Laurie, and Cheryl (after mini golf)

Nominating- Nancy G

Renewing class- Bob, Nancy V, Allison, Victoria, Meghan, Patrick, Cheryl (through Mini Golf)

Vote for class of 2027

Class of 2025	Class of 2026	Class of 2027
Elizabeth Stryker- started 11/22	Carolyn Duff (2023)	Bob Baker (2012, 2105, 2018, 2024)
Kim Donaghy (started 8/24)	Anita Gandhi (2023)	Nancy Verduin (2013, 2015, 2018, 2021, 2024)
Kathleen Doran (started 1/23)	Jerry Clarke (2017, 2020, 2023)	Allison Porter (2023 first full year, 2024)
Maria Parrella (started 12/22)	Nancy Goguen (2017, 2020, 2023)	Victoria Oliveira (Started 2019), 2022, 2024)
Alicia Ochs (started 10/24)	Nina Alstrom (started 2022, 2023)	Meghan Scott (2021, 2024)
Kathy Peachey (started 2/23)	Laurie Fettes (started June 2023)	Patrick York (started 2023, 2024)
		Cheryl Maddaluna until 2/2/25

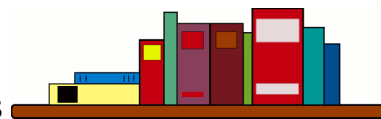
- All eligible nominees are committed and confirmed to stay with Friends for next term.

Finance Includes tax letters	Fundraising includes campaign	Nominating	Programs Youth	Programs Adult	Public Relations Vacant 11/1	Volunteer
Bob Baker- (acting chair)	Carolyn Duff (Co Chair)	Nancy Goguen	Meghan Scott Co Chair	Jerry Clark Chair	Vacancy (Co Chair)	Victoria Oliveira Co Chair
Vacancy (Co Chair)	Jerry Clark (Co Chair)	Carolyn Duff Co Chair	Allison Porter Co Chair	Vacant - Co Chair	Vacancy (Co Chair)	Anita Gandhi Co Chair
Maria Parrella – Tax letters	Kathleen Doran	Kathleen Doran	Elizabeth Stryker	NEEDS MEMBERS	Nina Alstrom	Nina Alstrom
Nancy Goguen	Alicia Ochs		Kathy Peachey	Cheryl (until Feb)	Bob Baker	Kathy Peachey
	Patrick York			Laurie (until Dec)	Kim Donaghy	
					Anita Gandhi	
					Alicia Ochs	
					Victoria Oliveira	
					Elizabeth Stryker	

- Campaign Task Force: Meghan Scott, Allison Porter, Carolyn Duff, Nina Alstrom
- New Homeowner letters: **OPEN as of 2/2/25**
- Tax Letters- Maria Parrella
- Attend Foundation: **OPEN**

Issues

- No vice presidents
- Finance co chairs
- PR co chairs



- Maria volunteered to take on homeowner letters with transition support from Cheryl (other Friends please volunteer to support Maria)
- Cheryl will also work with town to get info on new homeowners list (we had 80-100 letters this past year)
- We are in the process of securing a finance chair for now (will still seek long-term solutions)

Finance Committee- Bob

Present 2024 Budget for vote

- Change since last month: updated amounts spent and brought in during Friends of the Library week this year to anticipate next year's budget allocation
- All members present voted to ratify the budget

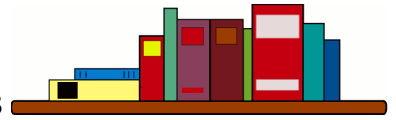
Adjourn into reorganization meeting.

November meeting:

President's remarks- Nancy V

Remarks- Friends of the Library key dates and milestones.

- Hoping to build out the calendar (attached to email with this month's agenda) with additional dates and expectations at the committee-levels.
- At the end of this year, Nancy V will be resigning as a voting member of the Friends in order to remain a member of the Board of Trustees. Friends to support in updating documentation and guidance for new President. For example:
 - Guidance for committee chairs to send short blurb about what needs to go into the agenda each month so that new President. Reminder can go out from President ~a week before meeting.
 - Updates to Operating Manual
- Hoping a few Friends are willing to take on aspects of empty roles (President, Vice President) and from there the work can be divided up (i.e. divide up responsibility for a few committees each)
- If any current member of Friends is interested, please let Nancy know so folks can shadow and learn about responsibilities. Nancy will also still be available to support moving forward, but will not be in a voting/leadership position after this year.



President remarks continue

Board of Trustees-

Creative Library Concepts – (pending) draft project costs and timing to be presented at November board meeting.

Campaign committee draft - Meghan, Allison, Carolyn, Nina
To printer, Cheryl and Nancy to finalize the mailing listing.

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

Foundation meeting October 8th- Cheryl observations

Next meeting Tuesday, November 12th Nancy attending

Public Comments, Foundation-Shikha

Finalizing 2025 budget. Library Board has requested \$35,000 to focus on further building out endowment. Voted to move away from 50/50 and Grand Raffle fundraisers beginning in 2025. Instead, Foundation will focus on four sources of fundraising: Cycle Bar fundraiser (January 11, 50 participant spots with suggested \$50 minimum donation); Library Giving Day (April); Annual appeal letter to all Bernardsville and Far Hills residents (May); and more donor development meetings (engaging more with current donors and support outreach to potential donors) via new donor development software. Hope to explore possibility of endowment fund being able to provide funding that the library can depend upon by ~2026.

Discussion/notes:

- Friends could consider doing a 50/50 and “Mystery Bag” fundraisers now that Foundation won’t be doing them moving forward. Fundraising committee to keep this in mind.
- Friends & Foundation to continue working closely together to coordinate and support respective fundraising efforts.

Recording Secretary- Nina

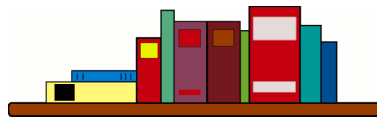
October Minutes approved

Correspondence – Nancy G

N/A

Treasurer’s report- Bob Baker

Updated summary report shared during meeting



Library Update- Fran

Friends of Library week was wonderful and well-attended, helped fill a hole in library programming schedule while Becky was out. Two new library staff members starting who will be rolling out new services like one-on-one tech support for patrons. Creative Library Concepts planning is going very well, not sure if updates will happen all at once or in phases, but expect to be done before mini golf. Board passed draft budget to go to Borough of Bernardsville; looking to set up time between respective finance committees to discuss funding for next year. Library staff receiving emergency services training this month. MAIN system used by library may be going through big changes, but users should not experience a shift.

Reports by committee chairs-

-
Nominations: Nancy G

Committee Openings: Status

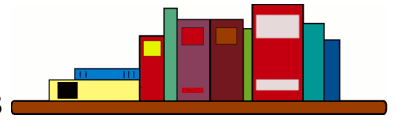
- Rebalance committees for 2025
- Finance chair/co-chair- Bob -interim chair.
- VP or co VPs
- Public Relations co-chairs-
- Friends on Adult Programs

Membership drive- still applicable, especially for finance.

Programs- Youth- Meghan & Allison

Congratulation on the success of the Tiny Art Show

- The Tiny Art Show was also a very successful event
 - Reach:
 - 238 canvases were handed out
 - 110 canvases completed canvases were submitted
 - 250+ people voted, not including the library staff
 - 43 attendees at the Artists' Reception
 - Feedback from library and community was very positive
 - For next year, plan to adjust age categories and work to make canvases more anonymous
- Friendship Bracelets With the Friends was once again super successful. We had approximately 75 people at the event.
- Upcoming - 2024 Festival of Trees at Lord Stirling – application accepted

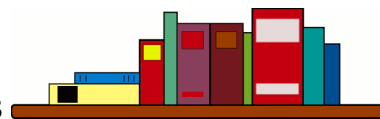


- Theme = Black & White & "Read" All Over
- Accepting donations from the Friends of black, white, and red ornaments (to Allie before Thanksgiving)
- We can have a flyer at our tree - what upcoming events should we advertise? Mini-golf only? Or mini-golf + other Dec library events? If there's anything other than that we want to highlight, please let Allie know.
- We have the following slots for set-up/take-down. I'd love to have 1-2 volunteers for set up.
 - - Set up Monday 12/2 from 9am-11am- **Need volunteer**
 - - Take down Monday 12/30 from 11-12:30 (I can do this myself, it's always so much faster/easier to "un-decorate")
- Future ideas/brainstorming
 - This year's Trunk or Treat could have used a few more participants (only 11 cars) - consider Friends trunk if held again next year?
 - What type of event could we do in November that has a "Friendsgiving" theme?
 - Saturday Nov 23rd at library is being held for us
 - Either a fundraising type of event where people "give" to the Friends
 - Or, something where the Friends "give" things to the attendees (eg, take n' make art)
 - Or, Friends work with community to "give" back - kind of like a service project
 - Ideas: making holiday cards for seniors
 - Making wreaths to donate (Laura to send to Allie)
 - Birthday Cake Boxes food pantries: This might be better in the future. We don't have much time to plan it (fyi, August, July, and October are the most popular months to be born). And once we know that it is on the calendar, we can watch for sales on cake mix and frosting. This link has a quick overview of the idea: <https://www.mrshappyhomemaker.com/birthday-cake-boxes-for-people-in-need/>
 - Consider hosting MLK Day of Service at library

Volunteer Recognition- Victoria

Volunteer recognition event took place and went well.

Staff recognition: December goodie bags (**Friends please bring in candy and other goodies to next month's meeting**) and **volunteers to bake a lot of cookies** for Madrigals concert 12/11 at 3pm



Programs Adult- Jerry

Gerard & Diane - November 17: sign-up sheet will go out soon.

Public Relations- Open

Thoughts on any of the activities for **National Friends of the Library week October 20-26**

October – Tiny Art Show (recapped above)

October 17- Support, Sip and Shop 5 to 8 Laurie

Cost: Ad in paper to promote- \$15,

More traffic this year

Mores stores but take was about the same

Consider selling tickets next year? Similar events do this and enter attendees into a raffle as incentive

Was event worth the amount of organization it took to pull off?

October 20- Sunday- Spelling Bee – Nancy, Kathy, Victoria, Anita

16 of 18 showed up, twice # from last year

Code of Conduct needed for next year

\$225 food and cash prizes

October 22- Tai Chi with Gang 6:30-7:30 Tues - Laurie

Well attended

October 23- Wednesday- Diane Lang Positive Aging \$350

Well attended

October 24 Thursday- Friendship Bracelets- Allison, Meghan

Recapped above- 75 attendees

Wine Tasting- Nancy, Patrick,

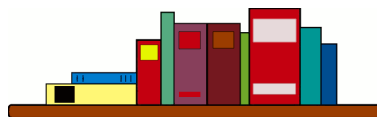
Revenue about \$1,100 ticket sales and donations

October 25 Friday- Miss Jolie for a fun creative Halloween program 3:30

October 26 Saturday – Arts Reception: Prizes, food/drinks, fun activities (recapped above)

Fundraising- Carolyn/Jerry

Reforming efforts, new members



Mini Golf early decision review- Nancy

Headlines (more detail below)

- Sign-up Genius link went out to group via email to sign up for committees.
- Looking for volunteer to help think about how to showcase Main Street Bernardsville as keynote sponsor
- Write-up with notes and ideas from last year's event attached to email with agenda; committees can review these to begin planning
- Need better signage about alcoholic beverages look into state laws through ABC license, start w/ county, Nancy and Fran to learn more; Laura has knowledge about processes and has some signage as well and can also reach out to county offices)

1. Volunteer to work on MainStreet Bernardsville related changes- creative type!

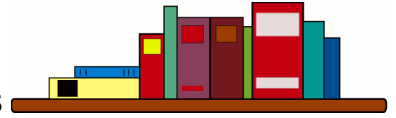
- Meet with Director (Joe Oswald) on options- Maybe from PR (and me)
- Scorecard and signage
- What else?



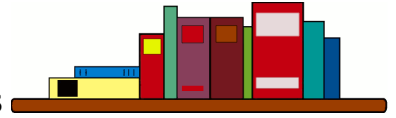
2. 2025 Business listing- Discussion- check where you're listed and remove or change if not applicable. If a business is not worth pursuing, cross out the business name and put Do Not Pursue in the Friends field.

3. 2025 Hole sponsor update

1. Mainstreet- new



2. **Ludlow- Pending response**
 3. 11th Hour
 4. Affinity
 5. Bernards Dental Care
 6. Bravo
 7. Hennion & Walsh
 8. Hibernate Bedding
 9. J Walker
 10. Just Ride Along
 11. Saint Es
 12. Troop 60507
 13. WMS&R
 14. **York- Patrick to check with Gerry**
 15. Friends
 16. BOT
 17. Rich Diegnan
 - 18.
4. Committee list will go out in Sign Up Genius <https://www.signupgenius.com/go/10C0E44AEAF2DA2FCC34-52825080-aholelot>
- a. Hole Friends- to work with the businesses
 - b. Any open holes- design
 - c. Day events/planning/food
 - d. Adult night/ planning/food
 - e. Raffles
 - f. PR
 - g. Volunteer Scheduling



- h. Clean up
- 5. Review notes from last year:
 - a. Decisions from suggestions from last year: Adult night-
 - i. Buy round tablecloths? Had 8 Bistro high tops with black 114-inch tablecloths-keep same number? Renting would cost \$200 a year
 - 1. Amazon round black \$11 each \$88 @ 120 inches or 108 inches
 - 2. 114 ones were much more expensive: 10 pack of 114 \$328 or get six 8 black 114 inch @ \$297
 - 3. Premier Table Linens \$190 plus shipping for 114inch \$190 plus shipping
 - ii. Tea lights? Laurie, were these yours? **Cheryl to ask.**

Old Business/New Business- None.

Next Board of Directors: **December 4th MINI GOLF MEETING**

Friends of the Bernardsville Public Library Key Dates 2024

Meetings

Concerts: 2025 schedule to be determined

Annual Campaign: November 2024

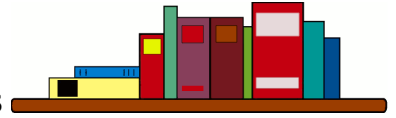
National Friends of the Library Week: **Oct. 19-25, 2025**

Meeting agenda topic key dates:

November

- Annual meeting
 - Budget approval
 - Committee chairs
 - Officers

Attach to Nov meeting agenda: minutes, early action for mini golf, listing of milestones, roster



A Hole lot of Fun Mini Golf

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