

**Minutes of the Meeting of the Board of Trustees
of the Bernards Township Library
February 27, 2008**

1. CALL TO ORDER

Treasurer Lois Bloom called the meeting to order at 7:30 p.m. in the Bernards Township Library Lower Level Conference Room.

2. SUNSHINE LAW REMINDER

In accordance with the requirements of the Open Public Meetings Law of 1975, notice of the meeting was posted on the bulletin board in the Reception Hall of the Municipal Building, Collyer Lane, Basking Ridge and the Bernards Township Library Public Notices bulletin board; was mailed to *The Bernardsville News*, Bernardsville; was filed with the Township Clerk; and was posted on both the Township's website and the Library's website.

3. ROLL CALL

Present: Lois Bloom, Wilma Harner, Rima Khalil, John Malay, Mary Jane McNally, Tim Opremcak, Tracy Redling, Marie Schelfaut

Absent: Joan Graff

4. PUBLIC COMMENT

Questions were raised regarding: staff termination procedures, the timeline for planned continuous improvement, the timetable of the Director's goals and objectives, the timetable of the Board's goals and objectives, and the communication of the recently adopted Customer Service policy.

5. APPROVAL OF MINUTES

MOTION 08- 09 was made by Wilma Harner and seconded by Rima Khalil to approve the minutes of the January 30, 2008 meeting as written. The motion carried unanimously.

6. PRESIDENT'S REPORT

No report.

7. DIRECTOR'S REPORT

- Ms Meany reported that Supervising Children's Librarian Antonette D'Orazio has resigned effective March 18, 2008. The position has been posted in the New Jersey Library Association Job Hotline, the Highlands Regional Library Cooperative Listerv and other online bulletin boards.
- Ms Meany read her correspondence with a resident of Long Hill Township who challenged a book that was critical of zoos.

- The Library will enhance its outreach to Ridge Oak by purchasing a motorized book truck that will be stocked with a rotating collection. Ms Meany will use a bequest of a Ridge Oak resident to pay for the truck.
- Anne reported that the roof survey has been completed by an architect. The roof replacement bids will be issued March 11 and will probably be opened April 2. If all goes according to schedule, the plan will be presented to the Township Committee for a vote on April 22. The hope is for work to take place when the weather is moderate.
- Ms Meany announced several upcoming programs including: March 13, former reference librarian, Bob Golon speaking on “No Minor Accomplishment: The Revival of New Jersey Professional Baseball;” March 16, harpist Aideen O’Donnell presenting an Afternoon of Irish Music; and March 19, local author Josephine Waltz speaking on her recently published *Schoolhouses of Early Bernards Township*.

8. COMMITTEE REPORTS

A. Treasurer/Finance—Lois Bloom

- The 2007 budget is still open pending clearance of some bills.
- Final figures for the 2008 budget are still being developed.

B. Friends of the Library Liaison—Wilma Harner

- Ms Harner shared that the total for the Friends’ Annual Fund drive is \$43,407.23 with an average donation of \$47.87.
- Once again, the Friends will participate in Bernards Township’s Charter Day, May 17, 2008. Sandy Salvo will assemble the baskets that will be raffled.

C. Land and Building—Rima Khalil

Ms Khalil commented that the timing of the roof replacement is working out very well. The work will probably cost over \$100,000.

D. Legislation—Mary Jane McNally

No report

E. Personnel—Joan Graff

In addition to what was reported in the Director’s report, Ms Bloom stated that Ms Graff will conduct Antonette D’Orazio’s exit interview.

F. Policy—Joan Graff

Ms Bloom asked the Board to file the new Policy on Public Comments at Library Board Meetings behind Tab 3 in the red binder.

G. Programming—Joan Graff

Included in the Director’s report

H. Technology—Mary Jane McNally

No report

- I. Township Committee Liaison—John Malay
 - Budget hearings will be concluded in the coming month. No surprises are anticipated.
 - The Township's Pay for Performance policies are being updated by Marie Eula. The Township is also adjusting the salary levels and ranges within each category with the goal of making salaries both fair and competitive.
 - The existing Township health insurance plan, New Jersey Plus is being phased out and will be replaced by New Jersey Direct April 1.

9. OLD BUSINESS

- Ms Meany reviewed her comments on Bob Kieserman's report. Several of his ideas will be explored in formulating the strategic plan. A café is expensive and raises insurance considerations. Sacrificing meeting space to accommodate segments of the collection seems contradictory. A major principle which Ms Meany stressed is that the Library has its own mission; it is not in competition with either local restaurants or the Township Community Center.
- Ms Meany directed Board members to file the updated Standing Committees of the Board" behind Tab 10 in the red binder.

10. NEW BUSINESS

Questions were raised on the procedure to obtain Library documents and the disposition of the proposed policy on staff discipline.

11. ADJOURNMENT

- **MOTION 08-10** was made by Rima Khalil and seconded by Wilma Harner to adjourn the meeting at 8:40 p.m. The motion carried unanimously.
- The next meeting of the Bernards Township Library Board of Trustees will be 7:30 p.m., Wednesday, March 26, 2008 in the Lower Level Conference Room of the Library.