

MINUTES  
OF THE JANUARY 10, 2023, MEETING  
OF  
THE BERNARDSVILLE LIBRARY FOUNDATION, INC.

A meeting of the Board of Trustees of the Bernardsville Library Foundation was held in the library Community Room on January 10, 2023 beginning at 7:04 pm.

The following trustees attended the meeting: Eva Bostek-Brady, Leslie Brown-Witt, Joan Contess, Patrice Cummings, Justin Lynch, Mathew Manathara, Shikha Mayer, Chieko McClester, Germaine McGrath, Judy Quigley, Rob Re, Judy Sutton, and Jen Van Beveren. Al and Bernie Briand, and Anne Reilly were also in attendance via phone link.

Visitors included Library Director Mary Fran Daley, Library Trustees President John Bertoni, Jill Hackett, Michael Myers, Terese Taylor, and Abraham Van Beveren IV.

Kat Zielinski was absent.

1. WELCOME

Ms. Brown-Witt opened the meeting at approximately 7:04 pm and wished all a Happy New Year. She first welcomed potential new member Michael Myers, who spoke briefly about himself. Leslie then mentioned that Terry Thompson is ill at Morristown Memorial Hospital and wished her our best for a speedy recovery. Terese Taylor was welcomed as a second potential new member. Leslie thanked Germaine McGrath for getting the thank-you letter to our wine event donors into the Bernardsville News. Leslie stated that she recently had lunch with our newest members, Justin Lynch and Anne Reilly, to better orient them to the Foundation. Eva Bostek-Brady then invited Terese to say a few words of introduction about herself as a potential new member. Patrice Cummings confirmed that the Briands and Anne Reilly were joining the meeting via speaker phone. Finally, Leslie clarified a confusing transaction detail listed on page 2 of the Financial Report. \$1815 printing expenses for the 2021 wine event were paid in March of this year, and so are included in the \$5476.15 listed as wine event expenses for 2022.

2. MINUTES OF PREVIOUS MONTH'S MEETING

Minutes of the December 13, 2022, meeting had been emailed. Corrections to the December minutes were made as follows: Patrice noted that the December meeting was not held via Zoom. Joan Contess motioned to accept the minutes and Leslie seconded the motion. The December minutes were accepted with the corrections noted.

3. TREASURER/ FINANCE COMMITTEE REPORTS

The December 2022 Operating Fund and Endowment financial statements had been emailed, as well as a proposed 2023 Budget. Treasurer Jen Van Beveren reported on the December 2022 Operating Fund financial statements. YTD Revenues through December 31, 2022, were \$83,717.07 and Expenses were \$18,316.52. The Net Ordinary Income for December was \$65,400.55. For the Endowment, YTD Losses through December 31, 2022, were \$7923.40 and Expenses \$1870.00. The Net Loss for the Endowment for December was \$9793.40. Jen reported on the account balances from the Balance Sheet of December

31, 2022. The total Equity value was \$585,571 of which \$470,879 was in the Endowment and \$114,692 was in checking. A discussion on the December financials ensued.

Leslie commented that all of the printing expenses have not come in yet; the remainder will go to 2023 expenses.

Patrice asked what the “Net Income” of \$12,176 on the Balance Sheet of the Endowment refers to; Leslie will have Julie clarify this as she is unsure.

Leslie noted on Dec. 30, fees for Executive Assistant Payroll and Professional Services were withdrawn from the Endowment account

Leslie reported that Library Trustees Treasurer Mark Krook received 3 items from the BLF at the end of the year: Jan-Dec 2022 Final Budget, Endowment Report, and proposed 2023 Budget.

Judy Quigley made a motion to accept the December financial statements, Rob Re seconded.

Leslie discussed specifics of the proposed 2023 budget she had emailed to Foundation members. She recommends targeting the appeal letter for May. She budgeted lower on the appeal revenue and the wine event revenue, as the newly reorganized Foundation “learns the ropes” of conducting both an appeal and an in-person event. The wine event expenses were budgeted to be higher because a portion of 2022’s printing expenses are being carried over to 2023 due to delayed billing. She pointed out that Mark Krook stated the library will need \$60,000 from the Foundation in 2023, usually divided into 3 separate donations. Leslie asked Foundation members to study the proposed 2023 Budget and be ready to vote on it at the February meeting.

Patrice questioned the Foundation’s donation to the Endowment occurring in December; Leslie stated that is when all donations have been made so we can adequately assess the amount available to transfer to the Endowment.

The Library Board of Trustees met last night and have a budget to submit to the Borough Council. Once the Council decides on the budget in March, the Foundation should write the appeal letter. Leslie recommends discussing with Mark and getting approval from Fran.

4. LIBRARY UPDATE & NEWS: Library Director Mary Fran Daley is planning a presentation to the Borough Council about the importance of our library in the community. She distributed a flyer depicting library statistics, resources, and services, which she will also share with the Council. She commented that over half of the town residents use the library (many of these are family cards), and in particular, children’s circulation is on the upswing at a steady pace since the summer.

Fran also noted that the monthly Library Trustees meeting and an organizational meeting are both scheduled soon.

Michael Myers questioned whether library employees are considered Borough employees; Fran stated they are Borough employees but with separate policies.

Fran said she needs to replace one staff member who worked primarily in Youth Services but also helped in other areas of the library as well.

## 5. VISITORS

- a. Friends of the Bernardsville Public Library: No report
- b. Library Board of Trustees: John Bertoni stated that the Trustees will be meeting next week to reorganize.

## 5. COMMITTEE REPORTS

a. Investment: Al Briand said he is meeting tomorrow with Peapack-Gladstone Bank to start the transition process for them managing our investments. They will be meeting again in 1.5 weeks for transfer of funds.

b. Fundraising: Shikha Mayer welcomed ideas and suggestions for the wine event recap meeting she will be having with Leslie, Jen , and Judy Sutton.

Leslie requested another volunteer to replace Terry on Jan. 28 at the gourmet dinner event at the home of Yvonne Kloehn in Mendham. Currently, Anne, Shikha, and Judy S. will be joining Leslie in preparing a very ambitious and delicious menu for this silent auction prize.

Donations are needed for the wine basket the Foundation is providing for the silent auction at the Friends' miniature golf event on February 4. Please give them to Mathew Manathara or put them in the BLF mailbox no later than one week prior to the event

c. Major Donor: No report

d. Publicity: Leslie again thanked Germaine for getting the thank-you letter to our wine event donors into the Bernardsville News. Germaine had no further report.

e. Nominating: Eva presented the slate of officers for 2023: Patrice Cummings for Chair, Shikha Mayer for Vice Chair, Rob Re for Secretary, and Anne Reilly for Treasurer. No other Trustee from the floor wished to be added to the ballot when asked. A vote was taken, and this slate of officers was elected unanimously—congratulations to the new board!

f. Membership: Eva stated that she will follow up with Michael Myers and Terese Taylor within a week or two to see if they are interested in joining the Foundation. She reminded everyone that one of the first items the newly reorganized Foundation needs to do in February is name a replacement Chair for the Membership/ Nominating Committee (as well as other committees). Eva will aid the transition by completing the next couple of new member notebooks, but then hopes to turn that responsibility over to the new Chair.

6. OLD BUSINESS: Leslie gave her heartfelt gratitude and appreciation for the outgoing veterans of the Foundation whose last meeting was tonight: Eva Bostek-Brady, Joan Contess, Judy Quigley, Judy Sutton, and Jen Van Beveren. Eva added that Leslie herself deserves the same, as she is a long-serving outgoing member as well. Patrice also thanked these six women for all they have done over their years on the Foundation. She stated that the library and the community are indebted to them for their contributions to the Foundation and the library.

7. NEW BUSINESS: Patrice brought a lovely spread of cakes, coffee, and water to wish the outgoing members farewell.

The next meeting will be held February 14, 2023 at 7:00 pm in the library Community Room.

The meeting was adjourned by Ms. Brown-Witt at approximately 7:50 pm, the party continued until approximately 8:30 pm.

Respectfully submitted,

Eva Bostek-Brady, Secretary Emeritus

Rob Re, Secretary