

MINUTES OF THE AUGUST 13, 2024, MEETING
OF
THE BERNARDSVILLE LIBRARY FOUNDATION, INC.

The Board of Trustees of the Bernardsville Library Foundation, Inc. meeting was held in person at the Bernardsville Library on Tuesday, August 13, 2024, beginning at 6:30 pm.

The following trustees attended the meeting: Patrice Cummings, Chair; Jamie Bertoni; Bridget Burke; Justin Lynch; Shikha Mayer; Michael Myers; and Anne Reilly. The following Trustees attended via zoom: Chieko McClester, Karen Brodsky, and Roni Larini. Absent Trustees were Debbie Heimerl, Colleen Mason, and Amiee Watts. Guests present were Library Board of Trustees Secretary and Friends of the Bernardsville Library President, Nancy Verduin; Library Director, Fran Daley, attended the meeting via Zoom.

1. WELCOME AND INTRODUCTIONS

Chair Cummings called the meeting to order at 6:30 pm. The Bernardsville Library Foundation Trustees and visitors were warmly welcomed to the meeting.

2. MINUTES JUNE 11, 2024

The July 9, 2024 Minutes were emailed to the Trustees before the August 13, 2024, meeting. Secretary Reilly moved that the July 9, 2024 Minutes be approved as presented. Ms. Burke seconded the motion. Hearing no discussion and requests for changes to the July 9, 2024, Minutes, a vote was conducted and the July 9, 2024, Minutes were approved unanimously as written. No members abstained.

3. TREASURER'S REPORT

The July 2024 Monthly Financial Reports were emailed to the Trustees before the August 13, 2024, meeting. Treasurer Myers noted that \$27,650.00 was moved from Short Term Investments to the Endowment fund. Year to date, the Foundation has moved \$85,652.00 into the Endowment from Short Term Investments. Chair Cummings noted that the Foundation fundraising efforts are still ongoing for this year and that donations from the Annual Appeal will continue to arrive until the end of the year. As of August 11, 2024, \$6,000.00 in 50/50 Raffle tickets and \$6,000.00 in Grand Raffle tickets have been sold. Ms. Cummings also noted that at the same time last year, the Foundation had raised \$55,000.00 and so far, this year, the Foundation has raised \$70,000.00. Treasurer Myers moved that the July 2024 Monthly Financial Reports be approved as written. Ms. Cummings seconded the motion. Hearing no questions or discussion, a roll call vote was conducted, and the July 2024 Monthly Financial Reports were approved unanimously without abstentions.

4. BERNARDSVILLE LIBRARY UPDATE - DIRECTOR'S REPORT

Ms. Daley, Bernardsville Library Director, provided the Bernardsville Library update. The Library has been wonderfully busy. Summer Reading Events are underway at the Community Pool, Park, and Lord Sterling Stables. Outreach to the Spanish-speaking community continues. The Library staff is helping with the Major Donor Thank You Event by helping to staff the event and Ms. Daley is working on preparing handouts for the event. The restroom renovations continue.

5. LIAISONS AND VISITORS

Nancy Verduin, Library Bd. of Trustees Secretary, updated the Trustees on the Board of Trustees activities. The Board of Trustees is beginning planning for a Capital Expenditure phase and is meeting with Creative Library Concepts (CLC) to help re-imagine library space and design elements. The Bd. of Trustees is looking to align the Library with community needs and wants. The Capital phase will not involve fundraising or construction projects. The CLC presentation is scheduled to be presented at the Bd. of Trustees monthly meeting, September 17, 2024, at 5:30 pm in the Community Room of the Library.

As President of the Friends of the Bernardsville Library, Ms. Verduin updated all regarding upcoming events of the Friends of the Library. The Friends of the Library Summer activities are well underway, and plans are being made for Fall activities such as a Mini Canvas Art Show, Sip and Shop at the Rebecca Collection, Spelling Bee, Wine Tasting, Singing Bowls, and the Concert Series.

6. COMMITTEE REPORTS

A. CORPORATE SPONSORSHIP

Mr. Lynch provided a copy of the Corporate Sponsorship Collateral to the Trustees and related that the next step is to reach out to Peapack Gladstone to initiate discussions for Corporate Sponsorship.

B. DEVELOPMENT/MAJOR DONORS

i. Top Donors Event

Ms. Cummings shared plans for the event to recognize the top donors to the library on September 12, 2024. The evening will entail Trustees available to thank and discuss the Library and Library events with guests, appetizers, wine and beer, and a brief presentation by Ms. Daley and Ms. Cummings. Guest Speaker Barry Thompson will give a special presentation on "How the Somerset Hills Became the Somerset Hills" at 6:30 PM.

ii. Trustees Pledges to Endowment

Trustees are being asked to provide their pledges to the Foundation prior to the event so that it can be said all Trustees have supported the Foundation financially.

C. EVENTS(Fundraising)

i. ANNUAL APPEAL LETTER EVENT, MAY 1, 2024. The Annual Appeal is going well, and we expect to receive donations through the end of the year.

ii. 50/50 RAFFLE EVENT - \$6,000.00 in 50/50 Raffle Tickets have been sold so far.

iii. GRAND RAFFLE EVENT - \$6,000.00 in Grand Raffle tickets have been sold so far. Everyone's help is needed to sell tickets to make the event successful. TRUSTEES ARE REMINDED TO RETURN THEIR RAFFLE TICKETS ASAP.

iv. SEPTEMBER CYCLE BAR FUNDRAISER - Postponed until Jan 11, 2025

D. FINANCE COMMITTEE - No report.

E. GRANTS COMMITTEE - No Report.

F. INVESTMENT COMMITTEE- No Report.

G. MEMBERSHIP COMMITTEE - Please let Ms. Reilly know if you know anyone who may be interested in volunteering with the Foundation.

H. PUBLICITY COMMITTEE

i. PR - Ms. Watts is planning a press release for the 50/50 and Grand Raffle.

ii. SOCIAL MEDIA - Chair Cummings is in conversation with the Library Director to explore the possibility of getting assistance from a library staff member who handles the library's social media presence to help post on the Foundation's social media outlets.

iii. WEBSITE - Ms. McClester will update the website with fundraising totals.

I. STRATEGIC PLANNING - Ms. Brodsky and Chair Cummings met to go over the strategic plan process. Ms. Brodsky is willing to review the Trustee's SWOT analysis input. Several BLF trustees indicated they would like to work with Ms. Brodsky on the developing Strategic Plan. Those trustees include Ms. Bertoni, Mr. Lynch, and Ms. Mayer.

7. CORRESPONDENCE

No Report

8. OLD BUSINESS

None.

9. NEW BUSINESS

None.

10. NEXT MEETING

TUESDAY, September 10, 2024, 6:30 PM in the **Community Room**

11. ADJOURNMENT.

Chair Cummings thanked the BLF Trustees and the Library Staff for their hard work. She requested that all hands be on deck for the Major Donor Gratitude Event on September 12, 2024, and that Trustees arrive as close to 5:00 p.m. as possible to help set up. Secretary Reilly adjourned the meeting at 7:26 pm.