

MINUTES OF THE OCTOBER 8, 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, October 8, 2024, in the Community Room, beginning at 6:30 pm.

The following Trustees attended the meeting: Patrice Cummings, Chair; Jamie Bertoni; Karen Brodsky; Debbie Heimerl; Roni Larini; Justin Lynch; Shikha Mayer; Michael Myers; and Anne Reilly. Absent Trustees were Colleen Mason, Chieko McClester, and Amiee Watts. Friends of the Bernardsville Library Representative Cheryl Maddaluna and Library Director Fran Daley were present.

1. WELCOME AND INTRODUCTIONS

Chair Cummings called the meeting to order at 6:30 p.m. The Bernardsville Library Foundation Trustees and visitors were warmly welcomed to the meeting. Chair Cummings announced two donations that were made following the Gratitude Event for Major Donors and as a direct result of the Gratitude Event: one was for \$5,000.00 and one was for \$4,323.05.

2. MINUTES SEPTEMBER 10, 2024

The September 10, 2024 Minutes were emailed to the Trustees before the October 8, 2024 meeting. Secretary Reilly moved that the September 10, 2024 Minutes be approved as presented. Ms. Larini seconded the motion. Hearing no discussion and requests for changes to the September 10, 2024, Minutes, a vote was conducted and the September 10, 2024 Minutes were approved as written. Ms. Mayer abstained.

3. TREASURER'S REPORT

The September 2024 Monthly Financial Reports were emailed to the Trustees prior to the October 8, 2024, meeting. Treasurer Myers reviewed the updated format for the reports. The Actual vs. Budget Operating Report and Endowment Actual vs. Budget Report were combined into one report. A year-to-date comparison column, "YTD 2023," was added to the newly formatted Budget vs Actual Report. Mini P&L. Statements for the Gratitude Event and each of the fundraising events were presented to the BLF Trustees. After a discussion, the Trustees decided not to move forward with future raffles due to a lack of revenue compared to the effort and expense of carrying out the events. A vote was conducted, and all favored not conducting the raffles next year. Treasurer Myers moved that the September 2024 Monthly Financial Reports be approved as written. Ms. Bertoni seconded the motion. Hearing no questions or discussion, a roll call vote was conducted, and the September 2024 Monthly Financial Reports were approved unanimously without abstentions.

4. LIAISONS AND VISITORS

Ms. Maddaluna, the representative from The Friends of the Bernardsville Library, updated the Trustees on the Friends of the Library activities and events. The Friends Appeal Letter is written and is planned to be mailed to donors in November. The Friends are still searching for two Co-Vice Presidents, please let Ms. Maddaluna know if you know anyone who may be interested. The Friends of the Library are beginning their budget process. The Friends will contribute between \$55,000.00 and \$60,000.00 to the Library's 2025 budget. Upcoming events include the Tiny Canvas Art Show, National Friends of the Library Week events, Sip and Shop at Rebecca Store, Spelling Bee, Tai Chi, a Wine Tasting, and more. The Golfing Event is scheduled for February 1, 2025.

5. BERNARDSVILLE LIBRARY UPDATE - DIRECTOR'S REPORT

Ms. Daley, Bernardsville Library Director, provided the Bernardsville Library update. The library's public restrooms were opened on October 4th. A filtered water bottle filler was added in the hallway adjacent to the newly renovated restrooms. Due to the renovations and water damage repair, there were some dips in the library's attendance, but the offsite library events were very well received. The library will be getting an AED (automated external defibrillator) with training for library staff to be prepared for a medical emergency. E-resources remain popular.

Ms. Daley was able to share with the Trustees the new smart large screen, by showing them a brief presentation from Creative Library Concepts. Plans are underway to celebrate the 25th Anniversary of the Library Building in conjunction with the facelift occurring with Creative Library Concepts. Ms. Daley showed pictures of possible upgrades to the library space. Ms. Daley announced that 15% discount tickets for Shakespeare Theater of New Jersey are available through the Library Consortium.

6. COMMITTEE REPORTS

A. CORPORATE SPONSORSHIP

The Committee is reaching out to Peapack Gladstone's contact, Mr. Lloyd Sacks, from Peapack Private who will connect the committee to the right person to meet for possible Corporate Sponsorship.

B. GRATITUDE EVENT

Chair Cummings reviewed the very successful Gratitude Event, the expenses associated with the event, and the donations received due to the event.

C. EVENTS (Fundraising)

- i. Annual Appeal - donations continue to arrive.
- ii. 50/50 Raffle - Tax forms being sent to winners, discussed in Treasurer's Report
- iii. Grand Raffle - discussed in Treasurer's Report

iv. Cycle Bar Fundraiser - New Date - January 12, 2025 - Ms. Bertoni agreed to help co-chair the Cycle Bar Fundraising event with Ms. Mason. Social Media/PR will be done by Ms. Watts; the website will be updated by Ms. Brodsky and Ms. Daley will post on the Library website and send out information in the newsletter.

D. GRANTS COMMITTEE

No Report.

E. INVESTMENT COMMITTEE

Please see new business.

F. MEMBERSHIP COMMITTEE.

Please send the names of any contacts who might be interested in becoming a Trustee of this organization to Ms. Reilly.

G. PUBLICITY COMMITTEE

- i. PR- Letter to the Editor sent to Bernardsville News with caption and photo
- ii. SOCIAL MEDIA - please follow and “like” and share the BLF on social media platforms.
*FACEBOOK: Bernardsville Library Foundation
*Instagram: Bernardsville.Library.Fdn
- iii. WEBSITE - please look at the website
The BLF is in search of a Photographer, Lawyer, Relator, Database Mgr., Acknowledgements, Grant Writing, and someone to update the Trustee Manual

H. STRATEGIC PLANNING

No Report.

I. FINANCE COMMITTEE

MAIN MEETING TOPIC - Chair Cummings moved that the Bernardsville Library Foundation issues a check for a grant of \$24,500.00 to the Bernardsville Public Library. Treasurer Myers seconded the motion. A roll vote was conducted, and the motion passed unanimously without any abstentions. Chair Cummings announced that she expects the Bernardsville Public Library Board will request a grant of approximately \$40,000.00 for the 2025 fiscal year. Chair Cummings announced she and the finance committee will be beginning the budget process for 2025.

7. CORRESPONDENCE

No Report

8. OLD BUSINESS

None.

9. NEW BUSINESS

Ms. Bertoni presented a newly created Revenue Cash Model. The document shows a potential revenue and cash payout schedule that pays out sooner than waiting for payouts until after the Endowment has reached \$2,500,000.00. The document will be discussed at a future BLF meeting.

10. NEXT MEETING

TUESDAY, November 12, 2024, 6:00 PM in the Community Room or Storytime Room if the Community Room is unavailable. Chair Cummings would like to start the next meeting at 6:00 PM so that the Trustees can enjoy a social event after the meeting at Claremont Tavern. The Trustees agreed with the 6:00 pm start time.

11. ADJOURNMENT.

Chair Cummings thanked the BLF Trustees and the Library Staff for their hard work. Secretary Reilly adjourned the meeting at 7:54 p.m.