Board of Trustees Meeting Minutes  
February 18, 2020  
Boonton Holmes Library Board Room

START TIME: 6:42pm

ATTENDANCE:

| ☑ Steve Kampschmidt (President) | ☑ Matthew DiLauri (VP) | ☑ Mark Hettrick |
| ☑ Suzanne Guerin | ☑ Jane Conway (Secretary) | ☑ Marie DeVenezia (Alderwoman) |
| ☑ Laura Wagner | ☑ Guest: Frank McDonald-Boonton Coffee | ☑ Guest: N/A |

BOARD APPOINTMENT:

- Nomination of Alderwoman Marie DeVenezia as a member of the BMS Board of Trustees
  - Motion: Matthew DiLauri
  - Second: Steve Kampschmidt
  - In Favor: All present  
  - Opposed: None

SECRETARY’S REPORT – TABLED TO MARCH MEETING

TREASURER’S REPORT:

- Moving forward, the P&L report will run to the end of the prior month instead of to date
- Donor Acknowledgement plan approved
- YTD Donation report presented
- Agreed to table motion to accept January financial statement until March.

DIRECTOR’S REPORT:

- Discussion with Frank McDonald from Boonton Coffee about BMS revised mission and activities versus prior iterations and as they relate to Club 44 formation
- Club 44 was discussed (active membership group of Main Street retailers separate from BMS)
  - BMS is happy to support any of their marketing needs when requested.
  - BMS has set-aside $500 to supplement Club 44’s promotional mailer costs (paid by BMS directly to the printing vendor).
  - BMS will attend quarterly.
- New stores on Main Street include:
  - Soft Box Studios – Grand Opening 2/29 5-9pm
  - Creations by Sabrina (Suzy Cakes location)
  - New florist on lower Main Street
- Closed Stores on Main Street
  - Culture Cabin – moved to Montclair
  - Funtiques
- BMS 2020 review
  - Farmers Market was discussed including new banner purchase, vendor management, creation of a child’s area
- Sponsorships for First Fridays discussed
- Legal and other administrative matters discussed

NEW BUSINESS:
• Supplies and IT purchases finalized and free desk/workstation donated to BMS
• Storefront update needed on the Kiosk at the library
• Director asked for a $1 an hour raise in pay and move to a 25 hour work week if necessary

• List of First Friday’s Finalized

Next meeting 3/31/2020
• Meeting adjournment: 9:10pm
  ○ Motion: Mark Hetrick
  ○ Second: Matthew DiLauri
  ○ In Favor: All present  Opposed: None