

Minutes from Library Board of Trustees Meeting Monday, April 17, 2017

Call to Order

Rich Szeto, Board President, called to order the meeting of the Fanwood Memorial Library Board of Trustees at 7:30 PM. Those present were Mary Everson, Katherine Balch, Rich Szeto, Phillip Yap, Pat Plante, Jane Frost-Guzzo, and Dan Weiss. Jenn Coppock-Huegel, Ann Minski, and Kathy Mitchell were absent. Carol Campell, representing the Friends of the Fanwood Memorial Library was also present.

Rich Szeto stated, "I hereby announce that such be included in the minutes of the meeting that notice of the time, place, and day of this meeting has been prominently posted on the bulletin board at Borough Hall and the Library, mailed to the *Times*, the *Press*, the *Star Ledger*, and *Courier News*, the *Patch* and the *Alternative Press* by January 2017, filed with the Borough Clerk and mailed to any persons requesting same in accordance with the requirements of the Open Public Meeting Act."

Approval of Minutes from March Meeting:

Motion: J. Frost-Guzzo

Seconded: K. Balch

Unanimous approval

Director's Report

Library Foundation Update/Next Steps

Dan met with Kathleen Smythe to discuss strategic planning and fundraising. Kathleen will be considered to serve on the Foundation.

John Veisz will present in early May to share updated cost for the old 2014 FLIP conceptual architecture plans. Mr. Veisz will also present conceptual architecture plan for 1st floor only library. Jack Molenaar suggested the 1st floor only design. The Board authorized and paid \$4500 last meeting for John Veisz to conduct a feasibility study on a one-floor Library plan.

Dan and Rich will meet with Council members Russell Huegel, Cathy Mitchell, Jack Molenaar to explore the next steps this coming Friday.

The Board is looking for other ways to move with the FLIP program. The Board discussed the idea of appearing at a local assemblyman's office with letters for support Senate bill 2171 and Assembly bill 222. Some trustees and Friends will go to on Tuesday to Senator Nicholas P. Scutari, 1514 E. Saint Georges Ave., 2nd Fl, Linden, NJ 07036

July 3rd Closing

Dan would like to close. He has 3 staff members who are taking off during that time. He expressed concerns that there will be low turnout and waste of having programming on Monday, July 3rd during the holiday weekend.

Approval of closing Fanwood Memorial Library on Monday, July 3, 2017.

Motion: P. Plante; Seconded: M. Everson; Unanimous approval

Credit Cards – Square

The library is now able to accept credit cards for fines, fees, etc. utilizing Square. Patrons are becoming aware of this feature and the library has collected approximately \$50 in fines since the service was implemented in early April. Dan also has enabled the usage of PayPal to process credit cards online to charge for Friends of FML membership.

Wayne Zuhl – Telescope Donation (Library Telescope Program)

Wayne Zuhl has donated a telescope to Fanwood Library which will be loaned to the public; Fanwood cardholders only. Mr. Zuhl offered potential programming for telescope for Fanwood Library patrons.

FML LibraCycle BookBike

Dan picked up the new FML LibraCycle BookBike and it is currently in the library. It will make an appearance at the 2nd Annual Rockin' for Autism Musical Festival on Saturday, April 29th in LaGrande Park (Rain date April 30th) and in the Memorial Day Parade and other community events and appearances around town through the spring and summer.

Little Library Project – Michael Fleck

As part of Eagle Scout requirement, he is continuing with the Little Library Project to place boxes in Forest Road Park and LaGrande Park.

Second Annual LUCC Legislative Breakfast

Friday, May 19 at the Cranford Public Library

Metrics Report

see attached

Financial Report

see attached

Adult Services Report

see attached

Children's Department Report

see attached

Old Business

New Business

Correspondence, Communication, Friends

Report from Friends Representative

- Friends have added several business to become partners in their membership benefits program: Shalom Fanwood Nails, Houdini Pizza Laboratory, Joli Visage Clinique and are reaching out to Sheelen's Crossing
- Friends' Museum Pass Program is a huge success with this year's ticket sales reaching in \$1700 in profit just over the spring break week.

- Friends will plan an event to coincide with National Friends of Libraries Week, October 15-21, 2017.
- Friends thank Dan Weiss for setting up a Paypal account to collect payments for Friend memberships.
- Friends thank Katherine Balch for being a library advocate
- Friends' annual meeting will be held on Wednesday, May 10, 2017. Guest speaker at the meeting will be Alan Sepinwall. Mr. Sepinwall is a contributor for Uproxx, a digital media website cover entertainment and culture, and author of the TV (The Book): Two Experts Pick the Greatest American Shows of All Time.

Open Meeting for Public Input

Meeting Adjournment

Meeting adjourned at 8:34 PM

Motion to approve: M. Everson

Seconded: P. Plante

Unanimous approval

Respectfully submitted,

Phillip Yap, Scotch Plains-Fanwood Regional District Liaison to Board of Trustee