

Minutes from Library Board of Trustees Meeting
Monday, February 13, 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 Jenn Coppock-Huegel, Katherine Balch, Ann Minski, Rich Szeto, Phillip Yap, Kathy Mitchell, Jane Frost-Guzzo, and Dan Weiss. Pat Plante was absent. Carol Campell and Phyllis Smith, representing the Friends of the Fanwood Memorial Library, and Jack Molenaar, representing the Fanwood Borough Council, were 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 January Meeting:

Motion: A. Minski

Seconded: M. Everson

Unanimous approval

Director's Report

Library Foundation Update/Next Steps

Dan, Katherine and Rich met with members of the Maplewood Library Foundation to learn how the Foundation was created. Discussion ensued about how many Board members the Foundation would need; whether or not the Library Board members would also serve as Foundation Board members. The Borough attorney would be involved with the creation of the Foundation as a 501c3.

Foundation Board Members need to be recruited. The candidates should represent the diversity of the Fanwood community and ideally would live in Fanwood.

Authorize work with John Veisz

In response to the question of whether or not the proposed Library plan should include building a new Library to sit all on one level, our architect, John Veisz, will create new plans at the cost of \$4,500. This would include a cost comparison between the current design and this new design idea.

A motion was made to approve paying \$4500 to the architect to conduct a feasibility study on a one-floor Library plan:

Motion: A. Minski

Seconded: M. Everson

Unanimous approval

In the meantime, the Board will ask the Borough attorney to read the agreement to engage the architect.

Resolutions in support of Library Construction Bond Act

Dan reached out to Pat Tumulty, Executive Director of NJLA to ask how towns can effectively support the Library Construction Bond Act. Dan used the sample resolution to draft a resolution for our Board.

Motion to pass the two resolutions (one to the NJ Senate and one to the NJ Assembly) in support of the Library Construction Bond Act:

Motion: J. Coppock-Huegel

Seconded: A. Minski

Unanimous approval

Copies will be sent to Fanwood Council; NJLA; NJ Assembly Speaker Vincent Prieto; NJ Sentate President Stephen Sweeney, District 22; Senator Nicholas P. Scutari; Assemblymen James J. Kennedy and Jerry Green

Director's Evaluation Form

2017 Goals will be presented at the next Library Board meeting

Second Annual LUCC Legislative Breakfast

Friday, May 19 at the Cranford Public Library

Fanwood Seniors Club/Coldwell Banker Realtors

Date TBA for the Seniors

Dan will meet with the Coldwell Banker Realtors at their staff meeting on February 21.

Beyond Books: Redefining the Civi Role of Public Libraries - Cooper Hewitt

Rescheduled for March 9 due to a snow cancellation.

Metrics Report

see attached

Financial Report

see attached

Adult Services Report

see attached

Children's Department Report

see attached

Old Business

Credit Cards - Square

New Business

Correspondence, Communication, Friends

Report from Friends Representative

The Friends are hosting a second chance jewelry, scarf, and handbag sale. The sale will be held at Forest Road Park on May 5, 6, 7. Donations are now being accepted at the Library. Crown Jewelers and Enchantments will assist.

The Friends continue to offer the Museum Pass, which has seen increased usage in 2016.

The next Friends meeting will be March 2.

Open Meeting for Public Input

Meeting Adjournment

Meeting adjourned at 8:22 PM

Motion to approve: A. Minski

Seconded: R. Szeto

Unanimous approval

Respectfully submitted,
Jenn Coppock-Huegel, Secretary