

**Minutes from Library Board of Trustees Meeting
Monday, March 12, 2018**

Call to Order

Jane Frost Guzzo, Board Vice-President, called to order the meeting of the Fanwood Memorial Library Board of Trustees at 7:59 PM. Those present were Katherine Balch, Jane Frost Guzzo, Pat Plante, Colleen Mahr, Jack Molenaar, Dan Weiss. Jenn Coppock-Huegel, Ann Minski, Mary Everson, were absent. Carol Campell, representing the Friends of the Fanwood Memorial Library, was also present.

Jane Frost Guzzo 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 2018, 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 February 12, 2018 meeting.

Motion to accept: Pat Plante

Seconded: Katherine Balch

Unanimous approval

Director's Report and Board of Trustees' business and discussion

FLIP updates/next steps: Dan reported on our architect's progress and deliverables. FVHD provided an updated fee proposal and Executive Summary to include the latest design; we are now only awaiting final revised formal contact. FML paid \$14,750 in March 2014 and paid \$4500 on March 2017 for design work. FVHD will credit back ½ of both payments if going forward.

Schematic design phase - \$31,625

Part 1 – Grant Application - \$16,625 required now to take the project through the grant application process.

Part 2 – completion after grant - \$15,000 to finish schematic design phase once the project is clarified based on funding received from the grant application.

It was agreed that Council would move forward as soon as possible with the required Part 1 payment and that we would be submitting the grant proposal for the full amount of OPTION #5c (with basement and multi-prime contracts) - \$6,881,250.00 – as per the Executive Summary.

All were in support of that option, but did not like the initial Elevations drawings provided which felt ‘too modern’ and not necessarily in keeping with the character of the neighborhood.

Report on library service needs of community organizations: To gauge community support local organizations were polled. Data is still being collected. A more formal report will be provided later. Consensus – community is excited about the opportunity.

The Building Committee will fully review the provided proposals and documents and community involvement survey. Information will continue to be compiled.

Colleen Mahr said she would like more info on survey, as well as input on the final design and application submitted for the grant. She will review the FVHD documents.

Katherine Balch spoke to Liz Jefferies and reports that Liz feels that library is integral part of Fanwood’s economic/redevelopment efforts.

Friends Report

Carol Campell reported.

Meeting Adjournment

Motion to adjourn: Pat Plante

Seconded: Katherine Balch

Unanimous approval

Respectfully submitted,

Pat Plante