

Minutes from Library Board of Trustees Meeting Monday, June 29, 2015

Call to Order

Sheldon Ross, Board President, called to order the special meeting of the Fanwood Memorial Library Board of Trustees at 7:10 PM. Those present were Dan Weiss, Sheldon Ross, Jenn Coppock-Huegel, Katherine Balch, Jane Frost-Guzzo, Ann Minski, and Phillip Yap. Kathy Mitchell, Rich Szeto, and Pat Plante were absent. Carol Campell, representing the Friends, attended as well.

Sheldon Ross 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 May 2015, filed with the Borough Clerk and mailed to any persons requesting same in accordance with the requirements of the Open Public Meeting Act."

Director's Report

Professional Librarian Position

A candidate was offered the position and will be starting July 13.

Funding

There have been discussions between Library Board members and Council members about funding. Board members are still looking for support from the Council for funding.

Fundraising

Fundraising sources: use Fred as a resource for foundations, grants, etc.; at the previous meeting we raised questions about the process of fundraising.

This meeting tonight is to better define the process.

The consensus is that there can be no request for money until we can say that the council is firm in its commitment to the project. We don't know when that will be. We need a message/approach to the public ready for when we find a way to accept money/pledges.

In the meantime, we need to discuss how the fundraising would be structured. What we do know at this point are the following:

1. We need to establish a destination for the funds. Questions were raised about whether this end point needs to be a 501c3 organization like a foundation. The Princeton library, for example, has set up this kind of entity. Should we establish a 501c3?
 - Benefits: tax-deductible donations for businesses
 - Drawbacks: criteria for application and maintenance; administrative issues
- We shouldn't use the Friends as a "holding" for the money that we may collect.

Carol Campell suggested that there's no way to know exactly what we need to do until we hire a professional fundraiser.

2. Carol suggested that Dan investigate a site that encourages staff-to-staff support for library initiatives. Dan will see how other libraries built support for their capital campaigns.

3. We need to continue to build awareness of the library and its value in the community. One way to achieve this goal is to publish stories about people who are or were closely tied to the library, e.g., the Cockerell family. The FRIENDS plans to publish an interview with Will's mother, which, if she gives permission, the library can publish on the website and the FRIENDS can distribute through their newsletter.

Dan says there are lots of other stories, e.g., young people (Danielle Hirschhorn) who began their working life at the library.

4. We need to discuss with Kathy Mitchell the best time to apply for a block grant. We don't want to do it too early and risk losing the money.

5. We need to continue to build good relationships with the merchants in town.
own; individuals

Tuesday, August 1 - Say Goodbye to Gloria Event

Correspondence, Communication, Friends

Report from Friends Representative

Open Meeting for Public Input

Meeting Adjournment

Meeting adjourned at 8:20 PM

Motion to approve: J. Frost-Guzzo

Seconded: A. Minski

Unanimous approval

Respectfully submitted,
Jenn Coppock-Huegel, Secretary