

Minutes from Library Board of Trustees Meeting **Monday, March 13, 2017**

Call to Order

Rich Szeto, Board President, called to order the meeting of the Fanwood Memorial Library Board of Trustees at 7:32 PM. Those present were Jenn Coppock-Huegel, Katherine Balch, Ann Minski, Mary Everson, Rich Szeto, Phillip Yap, Jane Frost-Guzzo, and Dan Weiss. Pat Plante 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 February Meeting with correction: Those present should include Mary Everson.

Motion: J. Frost-Guzzo; Seconded: R. Szeto; Unanimous approval

Director's Report

Library Foundation Update/Next Steps

The Borough Attorney, Dan McCarthy, got in touch with Dan via Jack Molenaar regarding forming a 501c3, which would be a public charity. There would be a filing fee to form the Foundation. A Board of Trustees would need to be formed and the Library Board would have a liason to the Foundation Board.

Meeting with John Veisz Update

The architect sent a contract for the following work:

- refresh the quote that we had to account for new prices
- an idea/cost for a new building rather than adding to what is existing

Director's Evaluation Form

Dan provided the Board with his 2017 Goals as a result of his evaluation.

FML BookBike

The book bike is ready. Dan will pick it up in Philadelphia in the next few weeks.

Second Annual LUCC Legislative Breakfast

Friday, May 19 at the Cranford Public Library

Legislative Advocacy

Dan will visit the district representatives to advocate for library legislation. There is a push to have the bond on the ballot in November 2017.

Mary talked about an upcoming Webinar about Library Advocacy. Dan will send the information for registering to the Board.

Beyond Books: Redefining the Civic Role of Public Libraries - Cooper Hewitt - March 9

Metrics Report *see attached*

Financial Report *see attached*

Adult Services Report *see attached*

Children's Department Report

see attached

Susan attended a storytelling workshop and is looking forward to incorporating what she learned into her programming.

Old Business

Credit Cards - Square

Dan will get all the information we need for the next meeting.

New Business

Correspondence, Communication, Friends

Report from Friends Representative

The Music program was well attended.

The Eight Flavors program was well attended. Visitors enjoyed garlic carrot cake and other treats.

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.

April is the annual membership drive month.

May 11 -Annual Meeting - Alan Sepinwall will attend.

The Friends are looking for ways to team up with local businesses for Friends Week in the fall.

Open Meeting for Public Input

Review

Meeting Adjournment

Meeting adjourned at 8:30 PM

Motion to approve: J. Frost-Guzzo; Seconded: R. Szeto; Unanimous approval

Respectfully submitted,
Jenn Coppock-Huegel, Secretary