

Minutes from Library Board of Trustees Meeting
Monday, January 8, 1918

Call to Order

Jane Frost-Guzzo, Board President, called to order the meeting of the Fanwood Memorial Library Board of Trustees at 8:18 PM. Those present were Jenn Coppock-Huegel, Katherine Balch, Ann Minski, Mary Everson, Jane Frost-Guzzo, Pat Plante, Phillip Yap and Dan Weiss. Kathy Mitchell, representing Mayor Colleen Mahr, was absent. Thena Rosahl, 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 November, 2017 meeting and December, 2017 meeting –

Motion to accept: Jenn Coppock-Huegel;

Seconded: Mary Everson;

Unanimous approval

Director's Report

- New trustee: position open; Mayor supplied with 2 names as suggestions
- Building committee report: Architect's presentation
 - proposal from architect, John Veisz, by 3/1/18 will include detailed schematic design on inside and outside; budget to prepare for application process
 - discussion of relocation options
 - focus at March 5th town council meeting will be architect's presentation
- Vote on current schematic plan for the new library:

Motion to approve: Katherine Balch
Second: Jenn Coppock-Huegel
Unanimous approval
- Proposal of slate of officers for 2018:
 - Katherine Balch sworn in for a new term
 - New officers:

President: Ann Minski
Vice President: Jane Frost-Guzzo
Secretary: Mary Everson
Treasurer: Pat Plante

- Motion to approve: Katherine Balch
- Seconded: Pat Plante
- Unanimous approval
- Press Release discussion: to be developed by Trustees – to include an elevator speech and FAQs
- Committees – discussion:
 - Communications, Public Relations, and Messaging committee with members Katherine Balch, Jenn Coppock-Huegel, and Mary Everson
 - Fundraising committee with members Jane Frost, Pat Plante, and Dan Weiss
- LibraryLinkNJ-Consultant Funding Initiative:
 - discussion of applying for grant for hiring a library consultant
- Update Strategic Plan:
 - 3 or 5 years?
 - need committee
 - develop goals
 - table until after FLIP is official
- Discussion of Girls Who Code program

Friends Report

January 2018: Quiet as usual during December. Otherwise

1. We will have our first meeting in the new year of Wed. Jan 11th, 7:30 pm.
Agenda: book sale, annual meeting author, and review of funds and budget
2. Still looking for more volunteers willing to take on specific roles, especially Facebook and a new fundraiser.
3. Hans Ruhlandt passed away in early December. He was a dedicated Friend and mostly helped at the book sale. His obit read, “Always willing to lend a helping hand.” This was so true of Hans. His family requested donations in lieu of flowers go to the Friends of the Fanwood Memorial Library or the Fanwood Performance series (which he loved). There was a lovely memorial gathering on Sunday. The Friends provided an appropriate floral arrangement.
4. Gave poinsettias to the library as usual. Time to do something different next year!

Meeting Adjournment

Meeting adjourned at 9:08 PM

Motion to approve: J. Coppock-Huegel

Seconded: Mary Everson

Unanimous approval

Respectfully submitted, Mary Everson, Secretary