

## **Fanwood Memorial Library Board of Trustee Meeting Minutes from March 13, 2023**

The regular monthly meeting of the Fanwood Memorial Board of Trustees was held on March 13, 2023 at 7:35 PM at the Fanwood Memorial Library's temporary location, the Fanwood Historic Train Station, the President being in the chair and the Secretary being present. The minutes of the last meeting (February 2023) meeting were read and approved as corrected.

- Statement in accord with NJ Open Public Meeting Law
- Roll call
  - Dan Weiss, Library Director
  - Trustees:
    - Colleen Mahr, Mayor - absent
    - Jenn Coppock-Huegel - present
    - Jane Frost-Guzzo - present
    - Jason Hagman - present
    - Ann Minski - present
    - Pat Plante - absent
    - Ken Sommer - present
    - Philip Yap, the Board of Education representative - present
    - Judy Walsh - present
  - New Trustee, Judy Walsh, sworn in
  - Committee Reports
    - Building Committee - Ann, Pat
    - Community Room Usage Task Force - Ann, Jenn
    - Advocacy/Project PR/Fundraising - Pat, Jason
    - Foundation Task Force - Pat, Jane, Ken
    - Personnel - Jane, Jason, Ken
- Director's report
- Old Business
  - Action items from previous meeting - Jenn
  - Management/coordination of online presence (FML website, Facebook, Instagram, TikTok) including proofreading, fact checking-Jane
  - Review of Standing Committees-Ann

- Review of Bylaws - Ann, Jenn
- Annual review of Policy Manual - Ann
- Trustee Calendar - Jenn
- Temperature in train station - Jeff
- Staff recognition - Ken
- New business
  - Possible use of Google folder for reports - Jenn, Philip
  - Library wage increases delayed by Borough Hall
  - Excess Funds
  - Periodicals
  - New Trustee Training - virtual training offered on 3/21 and again on 3/25
  - Trustee Institute - virtual discussion of collection challenges on 4/4
  - Grant webinar for Library groups on 4/13 & 4/19 (2-part series)
  - Re-inventing our Library for the 21st Century -in-person @ Westfield Library- 3/15
  - Reminder to look for Financial Disclosure statements
- Correspondence, communications
  - Report from Friends - Arlene Ross

The meeting adjourned at 9:04 P.M. Jenn Coppock-Huegel, Secretary  
Approved 4/10/2023