

## Minutes from Library Board of Trustees Meeting Monday, April 18, 2016

### Call to Order

Sheldon Ross, Board President, called to order the special meeting of the Fanwood Memorial Library Board of Trustees at 7:37 PM. Those present were Dan Weiss, Sheldon Ross, Jane Frost-Guzzo, Pat Plante, Rich Szeto, and Ann Minski, Also in attendance was Friends representative Carol Campbell.

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 January 2016, 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 Last Meeting with correction – "A suggestion was made to have Board members attend Council meetings on a rotating basis to show Council an interest in their progress on the FML Redesign. Katherine will attend the next Council meeting on 3/21 and report back to the Board."

Motion to approve minutes with correction

Motion: A. Minski / Seconded: P. Plante / Unanimous approval

### Director's Report

#### **FML Redesign - Resolution, Funding Strategies, Planning & Outreach**

Events subsequent to Katherine's attendance at the 3/21 Council were related by Dan; details added by Carol Campbell and Sheldon Ross.

Suggestions were made to reactivate the Communications Committee to organize lobbying efforts to draw attention to the needs of the Library, with a focus on the fact that it continues to be non-ADA compliant.

Motion: J. Frost-Guzzo

Seconded: P. Plante

Unanimous approval

#### **LUCC Legislative Breakfast April 15**

Dan reported on attendees and hot topics

**Realtor's Fanwood Letter** – (brought to Board's attention by Carol Campbell)

Recent local realtor's letter made no mention of Fanwood even having a library within the list of Public Services.

**Freeholder \$150,000 Grant Program for Children's Services – Year 2 (\$4,250 Year 1)** – Dan filled the Board in; deadline is end of May. FML will apply.

**Tutor.com** - has not officially begun yet, but both FML and Scotch Plains Library will jointly undertake a subscription to this service. It was agreed that when it is operational it will need to be well-publicized.

**Zinio** -  
27 patrons, 121 checkouts – started March 15, 2016

**Rain Garden** sign is small and hard to see; Dan plans to research having improvement made as the 10<sup>th</sup> anniversary of the Rain Garden's installation is marked.

**Financial Report (see attached)**

**Children's Dept. Report**

**Friends**

The Children's Room is busier and Susan has requested more money from the **Friends**.

**Financial Report**

See attached

**Children's Department Report**

See attached

**Statistics**

- ILL's: March: 27 borrowed, 4 lent
- Door Count – March 2016 Total: 4019 / 3 Sundays [incl. in total]: 167  
Open 29 days; (closed 2 holidays)\*  
Daily Avg. [incl. Sundays]: 139 / Sun. Avg.: 56
- Items added March 2016: Books/Books-on-Tape: 181 / DVDs: 17 / Periodicals: 70 (Total 268)
- Wi-Fi March (implemented May 27, 2015): 314 distinct clients (34 avg. per day)

**Old Business**

Staff evaluations are slated to be done by end of June.

**New Business**

**Correspondence, Communication, Friends**

**Report from Friends Representative**

**Open Meeting for Public Input**

**Meeting Adjournment**

Meeting adjourned at 8:55 PM

Motion to approve: P. Plante / Seconded: R. Szeto / Unanimous approval

**Respectfully submitted,  
Jane Frost-Guzzo, Acting Secretary**