

Minutes from Library Board of Trustees Meeting **Monday, August 21, 2017**

Call to Order

Jane Frost-Guzzo, Board Vice-President, called to order the meeting of the Fanwood Memorial Library Board of Trustees at 5:42 PM. Those present were Jenn Coppock-Huegel, Katherine Balch, Ann Minski, Mary Everson, Jane Frost-Guzzo, and Dan Weiss. Rich Szeto, Pat Plante, Phillip Yap, and Kathy Mitchell were absent. Carol Campell, 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 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 June Meeting will be held until the September meeting.

Director's Report

Personnel

Jill Dodman is retiring on August 29, 2017. There will be a small reception on 8/29 between 1:00 and 4:00.

Anita Wallden is retiring on September 16, 2017.

LUCC Reception

Katherine and Mary are being named Library Advocates of the Year by LUCC, along with Phyllis Brown and Carol Campell.

Old Business

New Business

Committees should be formed. Suggestions were made for the following committees: Legislation, Building Project, Fundraising, Communications, Finance, Personnel, FLIP, Building and Grounds, Community Relations, and Policy. Discussions about the committees ensued.

Motion to form committees: M. Everson

Second: A. Minski

Approval: Unanimous

Discussion of what committees are necessary for FML.

Motion to form the following committees: Finance/Fundraising, Advocacy, Policy, Personnel, Publicity/Communications, Building and Grounds to be used as needs arise.

Motion: A. Minski

Second: K. Balch

Approval: Unanimous

Jenn will send out the committees to the Board members. Volunteers for committees will be determined at the next meeting.

Correspondence, Communication, Friends

Open Meeting for Public Input

Review

Meeting Adjournment

Meeting adjourned at 6:40 PM

Motion to approve: J. Frost-Guzzo

Seconded: M. Everson

Unanimous approval

Respectfully submitted,
Jenn Coppock-Huegel, Secretary