

Minutes from Library Board of Trustees Meeting **Monday, December 12, 2016**

Call to Order

Rich Szeto, Acting Board President, called to order the meeting of the Fanwood Memorial Library Board of Trustees at 7:31 PM. Those present were Jenn Coppock-Huegel, Katherine Balch, Ann Minski, Rich Szeto, Jane Frost-Guzzo, Pat Plante, Phillip Yap and Kathy Mitchell. Dan Weiss was 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 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 November Meeting with the following corrections: 1. The meeting was not a special meeting, as stated; 2. Rich Szeto made the statement in accord with NJ Open Public Meeting Law, not Sheldon Ross.

Motion: R. Szeto

Seconded: K. Balch

Unanimous approval

Director's Report

FML Redesign

The Mayor and Council presented a resolution supporting the renovation and expansion of the Fanwood Memorial Library. The Council will be voting on the resolution at their next meeting, scheduled for Monday, December 19, 2016.

Based on the proposed resolution by the borough council for the library expansion the library board was not sure if private money (ie foundations) would be allowed to donate to the library expansion. It was recommended to reach out to the borough's grant writer for her opinion. Rich will talk with the grant writer.

It was also decided that Rich would meet with Russ Huegel prior to the council meeting to discuss modifying the resolution to make it more beneficial for the library board to fund raise.

Director Evaluation and Salary Recommendation

An evaluation form was presented. Board members discussed procedures and wording.

2017 Meeting Dates

The first meeting will take place on Monday, January 9, 2017. The meeting dates for the rest of the year will be arranged at that time.

Motion to approve: R. Szeto

Seconded: K. Balch

2017 Closing Dates

The library will be closed on Sunday, January 1, Monday, January 2 and Monday, January 16, 2017. The remainder of the 2017 Holiday/Closing schedule will be decided at the January meeting.

Motion to approve: R. Szeto

Seconded: P. Plante

Financial Report

To be attached later

Adult and Teen Report

To be attached later

Children's Department Report

To be attached later

Statistics

November stats to be amended later

Old Business**New Trustee**

We currently have one trustee seat open at this time.

New Business**Correspondence, Communication, Friends****Report from Friends Representative**

The Friends are hosting a used jewelry, scarf, and handbag sale. The sale will be held at Forest Road Park on May 5, 6, 7. Donations will be accepted beginning on February 1. Crown Jewelers and Enchantments will assist.

The Friends continue to support the Strategic Plan and are working with businesses and community groups.

Open Meeting for Public Input**Meeting Adjournment**

Meeting adjourned at 9:12 PM

Motion to approve: A. Minski

Seconded: P. Plante

Unanimous approval

Respectfully submitted,
Jenn Coppock-Huegel, Secretary