

The regular monthly meeting of the Fanwood Memorial Board of Trustees was held on July 25, 2023 at 7:03 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 (June 2023) meeting were read and approved as corrected.

- Statement in accordance with NJ Open Public Meeting Law
- Roll call
  - Dan Weiss, Library Director - present
  - Trustees:
    - Jeff Banks, representing the Mayor - absent
    - Jenn Coppock-Huegel - present
    - Jane Frost-Guzzo - present (virtually)
    - (open Board seat as of 5/22/2023)
    - Ann Minski - present
    - Pat Plante - absent
    - Ken Sommer - present
    - Judy Walsh - present (virtually)
    - Philip Yap, the Board of Education representative - absent
- Standing Committee Reports/Ad Hoc Task Forces
  - Building Committee- (Jenn, Jane, Pat) - report from Kyle
    - Foundation Task Force (Pat, Jane, Ken) -
      - Foundation is currently comprised of 4 officers, one FML Board liaison, FML Director - maximum 11 Foundation Directors
      - FML Board liaison - Ken
      - By-laws are still being drafted
  - Personnel Committee (Ken, Judy)
    - Staff mid-year reviews are complete
- Director's Report/Library Services Report
  - Website is being reworked
  - Strategic Plan is being developed
- Treasurer's Report
- Old Business
  - Action Items from Previous Meeting - Jenn
  - Trustee Calendar - Jenn
  - Review of By-laws - Ann, Jenn
  - Annual Review of Policy Manual - Ann
  - Strategic Plan 2024-2026
  - Opening on Library Board to fill seat until 12/2025
  - Library Law
    - Resolution Establishing Capital Expense Plan & Reserving Funds - unanimous approval.

- New Business
  - Hiring a Children's Librarian
- Correspondence/Communications
  - Report from Friends
    - Carol Campell gave a report
  - Open meeting for public input
    - No comments
  - For the good of the order
- Review of Action Items - Jenn
- Meeting Adjourned at 9:54
  - Next meeting: Monday, September 11, 2023 7:00PM at train station

Jenn Coppock-Huegel, Secretary  
Approved 9/11/2023