

Minutes from Library Board of Trustees Meeting **Monday, March 14, 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, Jenn Coppock-Huegel, Jane Frost-Guzzo, Rich Szeto, Katherine Balch, Ann Minski, Kathy Mitchell and Phillip Yap. Pat Plante was absent.

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 - "November wif" should be "January wif"

Motion to approve minutes with correction

Motion: J. Frost-Guzzo

Seconded: K. Balch

Unanimous approval

Director's Report

FML Redesign - Resolution, Funding Strategies, Planning & Outreach

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.

Staff - Monica Finkel, Staff Meeting (March1) *local outreach

Monica gave notice and left. Meredith has taken over Monica's responsibilities. Dan is considering hiring another staff member.

The March 1 staff meeting was held downtown at The Double Dipper, then the staff visited a few businesses to begin some local outreach.

New Chairs - Friends

The Friends of the Fanwood Memorial Library purchased new leather chairs and ottomans for the fireplace area of the Library.

Tutor.com/Zinio

Dan is considering subscribing to two new websites jointly with SPPL:

tutor.com would cost about \$1,100 per year and will allow the students of the Scotch Plains - Fanwood school district to have access to live tutors via the website. Students will be able to login with their library cards and access it from the library or from home. FML and SPPL are in a trial phase right now.

Zinio is a digital magazine service. FML will be subscribing and patrons will be able to access the magazines through the website.

Financial Report

See attached

Children's Department Report

See attached

Statistics

- ILL's: December: 9 borrowed, 6 lent
- Door Count - February 2016 Total: 3,529 / 4 Sundays (incl. in total): 269 Open 27 days; (closed 1 Holiday) *Daily Avg [incl. Sundays]: 131 / Sun. Avg.: 67
- Items added February 2016: Books/Books-on-Tape: 240 / DVDs: 12 / Periodicals: 69 (Total 321)
- Wifi February (implemented May 27) 273 distinct clients (33 avg. per day)

Old Business

Staff evaluations will be addressed this month.

New Business

Correspondence, Communication, Friends

Report from Friends Representative

Open Meeting for Public Input

Meeting Adjournment

Meeting adjourned at 8:59 PM

Motion to approve: A. Minski

Seconded: R. Szeto

Unanimous approval

Respectfully submitted,
Jenn Coppock-Huegel, Secretary