

Minutes from Special Library Board of Trustees Meeting Monday, June 3, 2015

Call to Order

Sheldon Ross, Board President, called to order the special meeting of the Fanwood Memorial Library Board of Trustees at 7:38 PM. Those present were Dan Weiss, Sheldon Ross, Jenn Coppock-Huegel, Richard Szeto, Kathy Mitchell, Pat Plante, Katherine Balch, Jane Frost-Guzzo, Ann Minski, Pat Plante and Phillip Yap. Kathy Mitchell was absent. Kathi Wildstein, representing the Friends, attended as well.

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 May 2015, filed with the Borough Clerk and mailed to any persons requesting same in accordance with the requirements of the Open Public Meeting Act."

Director's Report

Professional Librarian Position

There were close to 30 applicants. Dan is going through those applications and calling references on the most promising-looking candidates. He's planning to have the new person installed in the position by July 15.

Fundraising

Brainstorming session - Questions we need to address:

Are we taking pledges or actual funds?

How will we take/hold donations (tax-deductible through the Friends' 501c3?)

Do we need to hire a professional fundraiser? How much would that cost us? How much can we fund?

What is our goal?

Who can find/write a grant?

Should we have a committee or should it involve the whole Board?

What's our timeline?

What types of gifts? Securities? Cash? Other?

Is this different than a capital campaign would be after the building has begun?

What is the actual commitment requirements for the Council?

What process should we use?

What is our message to potential donors?

Can we get one person/entity to pledge a large amount to entice others to give as well?

When/how do we identify particular donors for particular line items?

Target groups? Timing?

How do we recognize donors (plaques/bricks/wall)?

Could we partner with the Fanwood Community Foundation?

Do we need more volunteers to assist in fundraising?

What are the tasks/jobs involved in fundraising?

Can we involve the schoolchildren in our efforts (service learning projects)?

What is our meeting schedule?

Discussion of whether or not the Library is safe enough to remain open, in light of the unsafe stairs and leaking roof.

Correspondence, Communication, Friends

Report from Friends Representative

Open Meeting for Public Input

Meeting Adjournment

Meeting adjourned at 8:45 PM

Motion to approve: J. Frost-Guzzo

Seconded: P. Plante

Unanimous approval

Respectfully submitted,
Jenn Coppock-Huegel, Secretary