

**Meeting of the Board of Trustees  
Free Public Library of Hasbrouck Heights  
Minutes  
October 17, 2017**

**Present:**

Lori Cintron	Lizz Nuzzo
Dr. Matt Helfant, HH School Supt.	Lisa Traina, President
Rose Heck	Josephine Ciocia, Council Liaison
Pat Link, Secretary	Mimi Hui, Director
Linda Mansfield, Supt. Alternate	

The meeting having been advertised in compliance with the sunshine law was convened by President Lisa Traina at 7:35 pm.

**Public Portion:** None

Minutes of September 19, 2017 were read & approved. Motion: Lizz Nuzzo & Seconded: Pat Link

**Director's Report:** Report submitted to the board is attached to the minutes.

Highlights

- Director Hui reported the statistics from the previous month.
- The Library had a presence at Town Day this year.
- Director Hui was successful in connecting with Corpus Christi Principal, Elizabeth Pinto.
- There was a discussion regarding the afterschool behavior of the young adults in the Library.
- Report at Futures Conference was given.
- Net plus lender check of \$9,202 was received for January through June of 2017.
- A list of all meetings and events attended was provided for the past month.

**Update from Friends of the Library**

Micky Maschio was not present but Director Hui read the following written report:

- Next fundraiser is Sunday, October 22nd – Craft Beer Event from 1-4 pm at the Plank Pizza Company located in Saddle Brook. Tickets are \$50.00 and may be purchased at the Circulation Desk.
- Several Friends members attended the annual BCCLS breakfast held at Season's on October 17<sup>th</sup> and will also attend the Boiling Springs dinner this evening.
- A new membership drive will be starting and we already have several new members signed up. Friends members are working on the Merchants Program for 2018.
- Pat Link, Rosemarie Settembrino and Terry Zotto attended the Friends Institute presented by NJLA. Topics discussed were exploring new programming ideas, how to increase fundraising and advocacy efforts. They also discussed the importance of the question on Library Construction that will be on Nov. 7<sup>th</sup> election ballot.
- We have received a \$200 donation for our scholarship program. We are hoping to give out more this coming year.

- Books are continuing to be scanned and we are getting ready for our next Book Sale in the Spring.
- The Friends hosted a meeting with Collette Travel to discuss other destinations members might consider traveling to.
- Next General Meeting of the Friends is Wednesday, Nov. 8<sup>th</sup> at 1 pm.

## **Committee Reports**

### **Finance** – Rose Heck, Committee Chair

Reports for the Endowment Fund and revenues collected were read.

### **Building** – Pat Link, Committee Chair

Work on the repair list is being addressed. Committee will continue to monitor what else needs to be done by the end of the year. New ceiling tiles will be replaced and rug cleaning will be done before Dec.1<sup>st</sup> in anticipation of the Gala that will be held in the library.

### **Personnel** – Lizz Nuzzo, Committee Chair

Committee did meet to discuss staffing concerns. There is a vacancy for the position of library assistant. The library hopes to fill it at the beginning of the new year.

President Traina read a resignation letter from Library Assistant Ricky Hernandez. A motion was made by Rose Heck and seconded by Lori Cintron. Approved unanimously to accept resignation with deep regrets.

### **Strategic Plan** – Lizz Nuzzo, Committee Chair

Committee is setting up focus group meetings. More details will be forthcoming.

### **Fundraising** – Rose Heck, Committee Chair

Reported Centennial Club letters have been sent out requesting donations. The total so far collected is \$3,900.

## **Old Business**

Social Media Policy – President Traina reported that the borough attorney gave his approval. A motion was made by Lori Cintron and seconded by Lizz Nuzzo. Unanimously approved.

Update on Redesign of Library Website – Site continues to be worked on and will have more to report at the next meeting.

Library Construction Bond Issue – Director Hui reported that members are being asked to talk about the issue with friends and neighbors. Make sure everyone gets out and vote on Nov. 7th.

Friends Institute Report – Pat Link added to what was already reported by the Friends regarding attendance at the Friends Institute in Parsippany. It was an informative meeting with many good

ideas and suggestions. Our library and Friends group have already been exercising a few of these ideas. Kudos to them!

### **New Business**

2018 Library Holiday Calendar - Dates were reviewed. A motion was made by HH School Supt. Dr. Matt Helfant and seconded by Pat Link. Unanimously approved.

Dates of upcoming BCCLS Advocacy Programs – see list included in board packet. Let Director Hui know which ones you are interested in attending.

Save the Date--The 4th Annual Taste of Hasbrouck Heights will take place on Nov. 15th at HH VFW from 6-9pm. Volunteers are needed. Let Director Hui know if you can help.

No further business. Motion to adjourn was made by Lori Cintron and seconded by School Supt. Dr. Matt Helfant. Approved

Meeting adjourned at 8:35 pm

Next meeting: Tuesday, November 21 at 7:30pm

Respectfully submitted,

Pat Link, Secretary