

**Meeting of the Board of Trustees  
Free Public Library of Hasbrouck Heights  
Minutes  
February 21, 2017**

**Present:**

John Baratta  
Lori Cintron  
Pat Link, Secretary  
Lizz Nuzzo  
Lisa Traina, President

Laurie Varga  
Josephine Ciocia, Council Liaison  
Mimi Hui, Director  
Micky Maschio, Friends Representative

The meeting having been advertised in compliance with the sunshine law was convened by President Lisa Traina at: 7:36 pm.

**Public Portion:** None

Minutes of January 17, 2017 were approved with corrections.  
Motion: John Baratta & Seconded: Lori Cintron

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

Director Hui reported an increase of 9.83% in the January circ figure compared to last year's amount. 7,838 people walked through the doors and 1,791 packages were forwarded to other libraries. 20 new library cards were issued for the month. Total number of library card holders is 6,012. 548 reference questions were answered.

The Chinese New Year's Luncheon was a big success and the Friends thanked the members for their support. Library Director and her staff were very busy attending meetings and planning programs for all age groups. Children's Librarian Kate Senedzuk and Teen Librarian Tyne Runfeldt visited the elementary schools during Read Across America. Plans are being discussed for the next Summer Bash. The library received a check in the amount of \$8,548. from BCCLS for being a net plus lender. The Board of Trustees decided to set this amount aside for technology upgrades. The Finance Committee will discuss the best way to use it.

**Update from Friends of the Library:**

Micky Maschio reported the following—

- TD Bank of Hasbrouck Heights recently donated \$1,439.30 to the Friends of the Library as part of their Affinity Program.
- The Friends want to thank the Trustees and everyone who attended the Chinese New Year Luncheon which was successful and made a nice profit.
- The Friends are sponsoring a scholarship to a High School Senior who has volunteered at the library or is involved with the Junior Friends. The amount of the scholarship is \$1,000.00.
- The Garden Club and the Friends are sponsoring a program March 15<sup>th</sup> regarding the tree planting of the 9/11 Park in New York City.
- Friends' Canyon Country Trip is coming up in April.
- The Annual Book Sale will be May 19, 20, & 21 in conjunction with the Townwide Garage Sale. Donations of gently used books and costume jewelry are now being accepted.

## **Committee Reports:**

### **Finance – Rose Heck, Chair**

In her absence, John Baratta reported the library budget has been sent to the Mayor & Council. We are awaiting word from the borough. The committee is working with the fundraising committee on the upcoming 100<sup>th</sup> Library Anniversary.

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

It has been the annual practice of the committee to do a walk through and develop a list of needed repairs. DPW Superintendent Bill Spindler will be contacted to setup a schedule to address the items on the repair list.

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

The committee met and worked on updating the library personnel manual. Staff evaluations are being conducted. The Library Director is in the midst of interviewing and will be hiring a part-time Adult Services Librarian shortly.

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

In her absence, John Baratta went over the report submitted by Rose Heck regarding the upcoming 100<sup>th</sup> Anniversary Celebration of the Library. See attached. President Traina thanked the committee for their work on this project.

## **Old Business**

Library Anniversary Logo Contest – Co-Chairs Linda Mansfield and Lori Cintron are working on the details. It was decided by the committee that the Middle School and Corpus Christi will participate in this event.

## **New Business**

Strategic Planning Committee – President Traina appointed Lizz Nuzzo to be Committee Chair. Members of the committee are Lori Cintron and John Baratta. The committee will report back at the next meeting.

Motion to adjourn made by Lori Cintron and seconded by Lizz Nuzzo  
Meeting adjourned at 9:10pm

**Date of next meeting: March 21, 2017 – 7:30pm**

Respectfully submitted,

Pat Link, Secretary