

**Meeting of the Board of Trustees  
Free Public Library of Hasbrouck Heights  
Minutes  
March 18, 2014**

**Present:**

Lisa Traina, President	Linda Mansfield
John Baratta	Tom Verrastro
Ron Ellis	Sonya Buckman Council Liaison
Rose Ellen Lorber-Termaat	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. President Traina announced Director Hui was unable to attend due to a close family member's illness.

**Public Portion:**

Three attendees were present. Head of Reference Melissa Singlevich, Library Intern Esperanza Pacheco, and Milagros Pacheco, sister of Esperanza Pacheco. Melissa and Esperanza were present to give a demonstration of the new library website.

Minutes of February 18, 2014 meeting were read and approved.

Motion: Ron Ellis & Seconded: Tom Verrastro

**Director's Report:** Director was not present and her report will be given at the next meeting.

**Update from Friends** - Micky Maschio reported the following:

- Members are busy sorting books in the basement for the upcoming Book/Bake Sale on May 30<sup>th</sup> – June 1<sup>st</sup>. New component this year will be the sale of costume jewelry donated by Friends members. Volunteers are needed. Contact either herself or President of Friends Judy Mascis if you can help.
- Upcoming events include the rescheduled Chinese Luncheon on May 4<sup>th</sup> at the Asian Grille on Route 17N from 1-4 pm. Tickets will be on sale at the Front Desk.
- Second Annual Just Desserts will be held on June 6 from 7-9 pm in the Library. Members are being asked to donate store bought items; examples are cookies, cupcakes, brownies, candy, etc. Tickets for this event will go on sale in May.
- Micky also reported that Friends members helped out at the Animal Sleepover in the Library this past weekend; this event was coordinated by Children's Librarian Marie Joyce and Teen Librarian Claire Santoro. It was a great success & each participant got pictures to take home as a keepsake!

**Committee Reports**

**Building** – Pat Link, Committee Chair

Spoke with DPW Jim Schneider. Metal shelves have been put together in the basement and are being used for book sorting. Cabinet doors have been tightened, bulbs changed and he will be speaking to Director Hui about setting a painting schedule shortly. President Traina reported the bulb on the upstairs landing to the library was out and a special ladder will be needed to fix it. Pat will contact Jim Schneider and let him know.

**Finance** – Ron Ellis, Committee Chair  
Will setup a meeting within the next 2 weeks.

**Personnel** –Rose Ellen Lorber-Termaat, Committee Chair  
Department evaluations were on hold till the director returns.

**Strategic Plan** –Rose Ellen Lorber-Termaat, Committee Chair  
Will meet to finalize the details and report back at a future meeting.

**Fundraising** – John Baratta, Committee Chair  
Plans for an autumn event in September/October entitled “a Taste of Hasbrouck Heights.”  
More details to be given at a later date.

### **Old Business**

Library Appeal Letter – Trustees reviewed the latest revised version of the appeal letter.  
Suggestions were made and noted and will be updated for the next meeting.

Library Website – Melissa Singlevich and Esperanza Pacheco updated the Trustees on the progress of the new library website. They showed off the various sections and explained what they were. It was a great presentation. President Traina thanked them for taking the time to show the Trustees. Suggestions were made. Everyone was very excited and looked forward to using it in the future.

### **New Business**

Selection of New Treasurer - John Baratta explained the reason he was stepping down. President Traina asked for nominations. John Baratta nominated Ron Ellis to be Treasurer and it was seconded by Pat Link. President Traina as for a roll call vote of each Trustee and Ron Ellis was unanimously elected as Treasurer.

Review of Library Policies – Copies of the Display and Internet Policies were included in each Trustee’s packet. Borough Attorney Ralph Chandless has reviewed them and made recommended changes. A discussion took place. President Traina asked for a motion to approve the two policies with changes by the Borough Attorney. Motion was made by Ron Ellis / Seconded by Rose Ellen Lorber-Termaat. Unanimously approved.

No further business. Motion to adjourn by Ron Ellis / Seconded by John Baratta.

Meeting adjourned: 8:55 pm. Next meeting: April 15, 2014 at 7:30 pm.

Respectfully Submitted,

Pat Link  
Secretary