

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

Present:

John Baratta
Lori Cintron
Rose Heck
Pat Link, Secretary
Linda Mansfield
Lizz Nuzzo

Lisa Traina, President
Laurie Varga
Marlene Verrastro
Mimi Hui, Director
Josephine Ciocia, Council Liaison
Micky Maschio, Friends Representative

The meeting having been advertised in compliance with the sunshine law was convened by President Lisa Traina at 7:50 pm.

Public Portion: None

Minutes of February 21, 2017 were approved as distributed. The following Trustees abstained: R. Heck, L. Mansfield, and L. Mansfield. Motion: Lori Cintron & Seconded: Laurie Varga

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

Highlights

- Director Hui reported the statistics from the previous month.
- Our library was awarded the 2017 Hulafrog's Most Loved Library in South Bergen. A national network of local community guides for parents. Each chapter highlights the best local events, places to go and discounts in the area.
- In collaboration with the HH Junior Woman's Club, the library celebrated Read Across America –Happy Birthday to Doctor Seuss.
- 6th Annual Stuffed Animal Sleepover was held March 3 & 4 with 42 children participating along with their parents. This year's theme was "Camping in the Great Outdoors." Special thanks to the Teen Advisory Group and to the Friends of the Library for their assistance in making this event a big success!.
- Other library events included a cross generational craft making mason jar terrariums and a Carol King Tribute Concert was held in the Senior Center.
- Upcoming special event--NJLA Legislative Breakfast to held at our Hasbrouck Heights Library on April 7th starting at 9:30am.

Update from Friends of the Library

Micky Maschio reported the following:

- Current membership is 103.
- To encourage members to get involved, scheduled monthly meetings dates are held alternating afternoons and evenings.
- Latest newsletter was sent out to members recently.
- Lots of book donations are being sorted in the basement. Volunteers are needed. The next Books/Jewelry/Bake Sale is set for May 19, 20 & 21.
- Director Hui has been experimenting with various book vendors to see if extra money can be made through scanning them.

- A representative from Boiling Springs Savings Bank will advertise to help collect the costume jewelry for our upcoming sale.
- Scholarship forms are due April 14th. Friends will be sponsoring a \$1,000.00 scholarship in June.
- The Friends plans on purchasing a DVD cleaner for the library. Waiting on quotes to be provided. There will be a document meeting for the upcoming Canyon trip that will take place April 27 – May 5th. Next Friends meeting scheduled for May 10 at 1 pm.

Committee Reports

Finance – Rose Heck, Chair

Committee met and the budget was submitted to Mayor & Council. Borough is preparing budget to be forward to the State. Borough officials will have to wait to hear from Trenton to see if budget is passed and adopted.

Building – Pat Link, Committee Chair

There are problems with the heating system in several areas of the library. The repairman was called and new parts would be needed to fix the problem. Director Hui has been in contact with Mike Kronymak in setting up a meeting with Supt. Bill Spindler to discuss the cleaning issues in the library. He did receive a copy of the 2017 Repair List and the Custodial Duties Checklist. President Traina asked Building Chair to do a walkthrough the library and update the Repair List on what has been done for the next meeting.

Personnel – Lizz Nuzzo, Committee Chair

Made recommendation to hire Alison Cole as Part-Time Adult Service Librarian. Candidate is currently working 15 hours due to last semester in graduate school. Hours will increase up to 25 once her studies are completed. Start date was March 13 at \$21/hr. Motion to approve the hiring of Alison Cole made by Rose Heck and seconded by Linda Mansfield. Unanimously approved.

Strategic Plan – Lizz Nuzzo, Committee Chair

Committee will be meeting shortly.

Fundraising – Rose Heck, Committee Chair

Kickoff for the 100th Library Anniversary will be Saturday, May 6 at 10 am in the library. Plans are being made for a fun filled event. To provide a visual for the upcoming fundraiser, tree cutouts with a donation thermometer will be posted in the library to track all contributions. For every \$100 donations, an individual will have a leaf to put on the trees. More details to come.

Old Business

Library Anniversary Logo Contest – Subcommittee Co-Chairs Lori Cintron and Linda Mansfield announced the contest was held for students in grades 6th – 8th at the HH Middle School. Entries were collected and shared with the Trustees to vote on the best design. After some deliberation, the winner selected was 8th grader Nithin Vadakken. The official announcement will be made at the Middle School. All participants and their families will be invited to attend the kick-off event on May 6th. The log will be made into a banner to be hung in front of Borough Hall in time for the event kickoff event.

New Business

NJLA Conference (April 24th – 26th) will take place at Harrah's Waterfront Conference Center in Atlantic City. Director Hui will be attending and representing our library at this annual gathering.

2016 State Aid Report has been completed and submitted to the State Library. Copies were enclosed in Trustee packet.

No further business. Motion was made by John Baratta and seconded by Lori Cintron to adjourn.

Meeting adjourned: 8:45pm

Date of next meeting: April 18th – 7:30pm

Respectfully Submitted,

Pat Link, Secretary