

**Meeting of the Board of Trustees
Free Public Library of Hasbrouck Heights
Minutes
April 13, 2015**

Present:

Lisa Traina, President	Linda Mansfield, Supt. Alternate
John Baratta	Mimi Hui, Director
Pat Link, Secretary	Sonya Buckman, Council Liaison
Rose Ellen Lorber-Termaat	

The meeting having been advertised in compliance with the sunshine law was convened by President Lisa Traina at 7:40pm

Public Portion:

The two latest additions to the library staff were introduced by Personnel Chair Rose Ellen Lorber-Termaat. Children's Librarian Kate Senedzuk and Head of Circulation Laura Pecoraro provided brief biographical sketch of their background information before coming to Hasbrouck Heights. The Trustees warmly welcomed them both and wished them good luck.

Minutes of the March 17, 2015 meeting were approved as distributed.

Motion: Linda Mansfield & Seconded: Rose Ellen Lorber-Termaat

Director's Report:

Report submitted to the board is attached to the minutes. Director Hui reported 1% increase compared to the circ total same time last year. 8,505 people came through the library doors and 37 new cards were issued. During Spring break the library offered a number of activities for the whole family -- two movies and a craft activity for all ages. On April 1, BCCLS unveiled their latest online service called Hoopla for all the libraries. The Library sponsored a Korean dance & music performance for residents. 100 people were in attendance. The Director was also busy during the month attending many meetings and events.

Update from Friends of the Library:

Micky Maschio was absent but she submitted the following report that was read by Trustee Rose Ellen Lorber-Termaat. Highlights included:

- Tickets are still available for Sinatra Night event – April 23rd in the Senior Center 7 to 9pm - \$12.00/person.
- The Friends members want to thank Trustee Ron Ellis for all his hard work in helping sort the books for the Book, Bake & Craft event coming up May 29th – May 31st. Volunteers are needed. Please contact President of the Friends Judy Mascis or Director Mimi Hui to sign up.
- Next Fundraiser will be Murder Mystery Luncheon, Sunday, June 7th at the Holiday Inn. More details will be forthcoming at the next meeting.

Committee Reports

Building – Pat Link, Committee Chair

Spoke with Jim Schneider at DPW on getting recessed lighting for the cabinet shelves in the rotunda area of the library. He stated a contractor would be needed since the DPW does not do this type of work. Mr. Schneider will update the library on the status of the work that needs to be done on the roof to fix the hallway leak and getting it painted.

Personnel –Rose Ellen Lorber-Termaat, Committee

Setup schedule to evaluate the two new employees as well as the rest of the staff. For new employees, it will take place every three months starting in June. Self-evaluation sheets are being considered for Fall 2015 to be distributed to all staff members to be completed and returned. The next annual evaluation would be done in February 2016. All trustees were in agreement with this plan and it was approved unanimously.

Finance – Ron Ellis, Committee Chair

Report was given by committee member John Baratta who stated the committee did meet to discuss capital improvements; the new chairs, need for new media shelving, the new piano among other topics. More details at the next meeting.

Strategic Plan – Rose Ellen Lorber Termaat, Committee Chair

A draft copy is being prepared for the Trustees' review in the near future. Committee is currently working on updating the information that was gathered.

Fundraising – John Baratta, Committee Chair

Next fundraising event being planned is the Taste of Hasbrouck Heights. Dates are to be determined for the Fall. The Gazette Newspaper and VFW will be major sponsors. More details later.

Old Business

Library Dream List is being updated and worked on.

NJLA Conference will take place on April 20 – 22 in Long Branch, NJ. Director Hui will be attending entire conference. Three trustee members: Secretary Pat Link, President Lisa Traina and Personnel Chair Rose Ellen Lorber-Termaat will attend the Luncheon at the conference on Tuesday along with several members of the library staff.

Piano – Director Hui presented her findings and drew up a comparison chart for the Trustees to look over. Based upon the results, Worldwide Piano had the best to offer for the price range and specifications the board wanted. Discussion did take place. A motion was made by Pat Link and seconded by John Baratta to go with Worldwide Piano for the purchase of a Hallet, Davis & Company Piano with a player system. Total cost is \$12,200. Motion was approved unanimously.

New Business

Annual Financial Disclosure Statements are due by April 30th. Any questions please contact Borough Clerk Rose Sees.

Wall Hanging System –Director Hui is surveying what kinds of systems are being used by other libraries. More information will be made available.

Director Hui also mentioned a new member will be joining the board and her name is Marcie (Marcella) Phelan. She will be at the May meeting.

No further business motion to adjourn: Linda Mansfield & Seconded: John Baratta

Meeting adjourned: 9:05 pm

Next meeting: May 18, 2015 at 7:30pm

Respectfully submitted,

Pat Link, Secretary