

**Meeting of the Board of Trustees
Free Public Library of Hasbrouck Heights
Minutes
April 15, 2014**

Present:

Lisa Traina, President
John Baratta
Pat Link, Secretary
Linda Mansfield

Tom Verrastro
Sonya Buckman 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 7:33 pm.

Public Portion: None

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

Motion: John Baratta & Seconded: Tom Verrastro

Director's Report:

Director Hui thanked everyone for their thoughts and prayers for her father who is ill. President Traina thanked Director Hui for her continued hard work during this very difficult time and also wishes to thank the library staff for handling all the day-to-day activities in keeping the library running.

President Traina also wishes to thank Melissa Singlevich & Esperanza Pacheco for a great job they did last month of showing the Trustees the new website.

Director Hui reported the number of new library cards continues to grow each month. A copy of her report for the past two months is attached.

Update from Friends - Micky Maschio reported the following:

- Chinese Spring Luncheon – May 4th. Tickets are available at the Front Desk.
- Books have been sorted in preparation for the Annual Book/Bake Sale – May 31st & June 1st Pre-Sale for Friends members is May 30th from 7-9 pm. Volunteers are needed. Contact either herself or President of Friends Judy Mascis if you can help.
- Just Desserts will be held on June 6th from 7-9 pm in the Library. Store bought items are needed. Tickets are on sale in early May. Contact either Micky or Judy Mascis if you can donate.
- The following merchants are no longer available in business—La Bella Napoli Pizzeria, Harvey's Bagels & Tuscany Touch.

Committee Reports

Building – Pat Link, Committee Chair

Spoke with DPW Jim Schneider. A special scaffold needs to be built in order to change light bulb on the landing of the stairs before entering the library. All other areas seem to be running smoothly.

Finance – Ron Ellis, Committee Chair (absent)

John Baratta reported the following on behalf of the committee:

- Director's Wishlist was discussed. Suggestions were made on how to raise the needed funds. A list was put together and will be discussed further.
- Director Hui met with Mike Kronyak, the Borough Finance Officer and they discussed the library's needs.
- Borough is waiting for the insurance company to get back to them on several important issues. More details to come at next meeting.

Personnel –Rose Ellen Lorber-Termaat, Committee Chair (absent)

Staff evaluations are still being worked on.

Strategic Plan –Rose Ellen Lorber-Termaat, Committee Chair (absent)

No report.

Fundraising – John Baratta, Committee Chair

Plans are still in the works to have a Fall fundraiser in October. Details will be forthcoming.

Old Business

Library Appeal Letter – Latest version was reviewed. President Traina noted the Superintendent's name needs to be updated before letter went to print. No further discussion. A motion was made by John Baratta and seconded by Tom Verrastro to approve the appeal letter. It was voted on and approved unanimously.

Fundraiser for Endowment Fund – Director Hui reported on a tentative date for fundraiser to be held on Monday, October 6 to be called, "A Taste of Hasbrouck Heights." Director is in talks with the Hilton Hotel and the Hasbrouck Heights Chamber of Commerce regarding this event. More details to come.

New Business

PLA Conference – Director Hui attended conference in Indianapolis that was held March 11 thru 14. There was a wealth of information provided and great workshops to attend. Some of the topics touched upon were the making of library policies, addressing staff conflicts, designing websites, ways to ruin your library's reputation, and creative methods to build community support.

NJLA Conference – Revel Resort in Atlantic City – June 2 – 4, 2014. Any Trustee wishing to attend should see the Director after the meeting. Deadline is May 13.

DiGuglielmo Memorial – Director Hui will be in contact with the family and report back to the Trustees at a later meeting.

No further business. Motion to adjourn by John Baratta / Seconded by Tom Verrastro.
Meeting adjourned: 8:58 pm. Next meeting: May 20, 2014 at 7:30 pm.

Respectfully Submitted,

Pat Link
Secretary