

**Meeting of the Board of Trustees
Free Public Library of Hasbrouck Heights
Minutes
April 18, 2017**

Present:

Lori Cintron	Lisa Traina, President
Dr. Matt Helfant, School Supt.	Laurie Varga, Mayor's Alternate
Rose Heck	Marlene Verrastro, Treasurer
Pat Link, Secretary	Josephine Ciocia, Council Liaison
Linda Mansfield, Supt. Alternate	Mimi Hui, Director
Lizz Nuzzo	Micky Maschio, Friends Representative

The meeting having been advertised in compliance with the sunshine law was convened by President Lisa Traina at 7:37pm.

Public Portion: None

Minutes of March 21, 2017 were read & approved with corrections. Motion: Rose Heck & Seconded: Lori Cintron

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

Highlights

- Director Hui reported the statistics from the previous month.
- Congratulations to Children's Librarian Kate Senedzuk for completing the eight sessions of the BCCLS Supervisory Training Program.
- The NJLA Legislative Breakfast held at our Library was well attended and a big success. The breakfast was to garner support for Bill A222/S2171 that authorizes \$125 million dollars in bonds to support library construction projects. Heartfelt thanks to former Assemblywoman Rose Heck for speaking at the event and for her ongoing support of libraries across the state.
- The Paramus Public Library will reopen on Wednesday, April 19th and their staff has gone back to their own library. Director Hui stated their presence was deeply appreciated and they did excellent work for our library while their library was being renovated.
- Director Hui also reported on all the meetings and events she took part over the past month.

Update from Friends of the Library

Micky Maschio reported the following:

- Current membership is 106.
- The Friends members are busy sorting books for the Book, Bake & Jewelry Sale – May 19th, 20 & 21. Volunteers are needed. Anyone interested can see Micky. The banner for the event will be going up at the traffic circle in the next couple of weeks. Baked goods are being donated by Shop Rite, Stop & Shop, and other businesses in the area.
- Next Friends Membership Meeting is scheduled for Wednesday, May 10th at 1 pm.
- President Traina thanked Micky and the Friends for their support at the NJLA Legislative Breakfast. The event would not have been a success without their help.

Committee Reports

Finance – Rose Heck, Committee Chair

Committee is waiting to hear from the Mayor & Council regarding the approval of the borough budget.

The BCCLS net plus check that the library received in the amount of \$8,548.00 is earmarked to help fund the purchase of future technological projects for the library. A motion was made by Rose Heck & seconded by Lizz Nuzzo. Unanimously approved.

Building – Pat Link, Committee Chair

Spoke with Borough Administrator Mike Kronyak regarding the custodial situation. The hiring of a new custodian has been delayed. Once a new custodian is hired, Borough Administrator Mike Kronyak will setup a meeting with Director Hui and Superintendent of DPW Bill Spindler to discuss the duties and responsibilities of the custodians for the library. President Traina asked Chair to go over the repair list with the Director and check off what has been completed and report back by the next meeting.

Personnel – Lizz Nuzzo, Committee Chair

Director Hui had completed her interviews for the position of library page. A motion was made by Lizz Nuzzo and seconded by Lori Cintron to hire the following individuals at an hourly rate of \$8.45 – Dechen Kalden and Barbara Kelly will work 10 hours/wk and Madison Palladino will work 8 hours/wk. Unanimously approved.

Esperanza Pacheco began working as a per diem on August 26, 2015. It was agreed that when she obtained her MLS degree, her hourly rate would increase from \$18.00 to \$21.00. A motion was made by Pat Link and seconded by Laurie Varga to increase her pay rate effective immediately. Unanimously approved.

Personnel Committee discussed developing guidelines for a social media policy for the library as to what is appropriate to post online.

Strategic Plan – Lizz Nuzzo, Committee Chair

Committee met and reviewed BCCLS newly published strategic plan for its membership. Interviews will be conducted by the committee to add updated data to the research in drafting a strategic plan for the library. The committee hopes to establish long and short term goals for the next 3 to 5 years and in addition develop a technology plan for 2018.

Fundraising – Rose Heck, Committee Chair

Committee is working on plans for the 100th Anniversary Centennial Club Kickoff at the library on Saturday, May 6th at 10 am. All Trustees are asked to mark their calendars and attend.

Old Business

Library Anniversary Logo Contest. The winning logo for the banner is enclosed in board packet. President Traina and Director Hui thanked Co-Chairs Linda Mansfield and Lori Cintron for their hard work on organizing and picking the winner. The names of the participants will be announced at the kickoff event on May 6th. Co-Chairs were asked to help pick additional artwork to create bookmarks for the upcoming celebration.

NJLA Conference (April 24 – 26) at Harrah's in Atlantic City. Director Hui will be attending the three day conference to represent our library. President Traina plan on going down on Tuesday.

New Business

Chick-fil-A at Teterboro Landing. A new restaurant will be opening on Thursday, May 18. As part of their community outreach, they have planned a scavenger hunt on Wednesday, May 17. The first one hundred individuals that sign up and participate in this activity will get a year's worth of chicken sandwiches. Our Library was contacted to be one of the locations for people to stop by and get their game cards stamped. A representative will be present as participants visit the library.

Financial Disclosure Statement. Must be done online. If you have not received an e-mail from the borough clerk, please let Director Hui know or contact the Borough Clerk's Office.

No further business. Motion was made by Rose Heck and seconded by Lizz Nuzzo to adjourn.

Meeting was adjourned: 8:31pm.

Next Meeting: May 16th at 7:30pm.

Respectfully submitted,
Pat Link, Secretary