

**Meeting of the Board of Trustees  
Free Public Library of Hasbrouck Heights  
Minutes  
March 17, 2015**

**Present:**

Lisa Traina, President  
John Baratta  
Ron Ellis  
Mayor Rose Heck  
Pat Link, Secretary

Rose Ellen Lorber-Termaat  
Linda Mansfield, Supt. Alternate  
Mimi Hui, Director  
Micky Maschio, Friends Representative  
Sonya Buckman Council Liaison

The meeting having been advertised in compliance with the sunshine law was convened by President Lisa Traina at 7:36pm.

**Public Portion:** None

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

Motion: Ron Ellis & Seconded: Linda Mansfield

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

Highlights:

- Decrease of 3.67% in circulation due to the bad weather in February.
- All 30 new chairs have arrived.
- Our Library hosted Meet & Greet Breakfast for all BCCLS library directors to meet the new BCCLS Executive Director Marie Coughlin.

**Update from Friends of the Library:**

Micky Maschio reported the following:

- Next fundraiser is the Frank Sinatra program on April 23, 2015 at Senior Center 7-9pm. Tickets are \$12.00 and can be purchased at the Circ desk.
- Friends will be on hand to help with tomorrow's meeting of the BCCLS Friends Task Force at our library.
- Volunteers are needed to help sort the books for the next Book/Bake/Costume Jewelry/Holiday items for Sale. Preview night will be on 5/29 and open to the general public sale will be held Saturday, May 30<sup>th</sup> & Sunday, May 31<sup>st</sup>.
- Save the date for a Murder Mystery fundraiser, Sunday, June 7<sup>th</sup> at the Holiday Inn on Rt.17S. Tickets are \$60/person. It's a luncheon and 50/50 tickets will be sold. It is going to be a great time! Tickets will be made available soon. Come join the fun.

**Committee Reports:**

**Finance – Ron Ellis, Committee Chair**

The committee has been meeting to review budget. Recommendation to reduce salary line by \$10,000 to cooperate with Mayor & Council in getting a zero tax increase this year. Library was able to fill the two positions. Ellis believes it to be a good idea.

All trustees were in agreement with this recommendation. Ellis will speak to Mike Kronyak.

**Building** – Pat Link, Committee Chair

Spoke to Jim Schneider & Bill Spindler about the leaks in the hallway by the elevator, the Trustees Room and the Large Meeting Room. Temporary patch work was done and the areas were painted over for the time being. Bill Spindler said a roofer has been called and will coming in to check the entire roof and recommend what can be done to fix the problem. Chair will stay in touch with DPW and report back at the next meeting.

**Personnel** – Rose Ellen Lorber-Termaat, Committee Chair

A motion was made to go into closed session by Chair Lorber-Termaat / Seconded: by Ron Ellis

Salary rates were discussed for two new employees and their requirements.

Motion to go back in opened session: Ron Ellis / Seconded: Linda Mansfield

Chairperson Lorber-Termaat proposed the hire of the following two individuals to start work on Monday, March 23rd:

- ❖ Laura Pecoraro as the new Head of Circulation. Salary set at \$43,500. Previously worked for Bloomfield PL
- ❖ Kate Senedzuk as the new Children's Librarian. Salary set at \$42,000 with the understanding once a Master in Library Science has been obtained, salary will be parity to Head of Circ. Previously worked for Carlstadt PL

Motion to accept proposal was made by Rose Ellen Lorber-Termmat / seconded by Ron Ellis. President Traina asked for roll call. Both were approved unanimously.

Director will ask new employees to come to next meeting to be introduced.

A discussion was held on how to thank staff for all their hard work during transition period. A suggestion was made to have a breakfast catered this coming Monday to thank all the staff and welcome the two new members.

**Strategic Plan** – Rose Ellen Lorber Termaat, Committee Chair

Research and interviews were completed. Chair will start writing up a rough draft for Trustees review.

**Fundraising** – John Baratta, Committee Chair

Committee is working on some ideas and will have more information for next meeting. See Director's Dream list copy attached.

**Old Business**

Evaluation of Library Director was conducted. Forms will be placed in personnel file.

NJLA Conference is April 20<sup>th</sup> – 22<sup>nd</sup> in Long Branch, NJ. Induction of new NJLA President will take place at luncheon on Tuesday, April 21<sup>st</sup>. Forms are in Trustee packets to fill out if anyone is interested in attending. Please give to Director at the end of meeting.

**New Business**

Director's Dream List – Discussion of future high donor opportunities.

Date Change for May Meeting –Request has been made to move meeting date. There was a conflict. After some discussion, meeting will be held on Monday, May 18<sup>th</sup>.

No further business motion to adjourn: Ron Ellis & Seconded: John Baratta

Meeting adjourned: 9:10 pm

Next meeting: April 13, 2015 at 7:30pm

Respectfully Submitted,

Pat Link  
Secretary