

**Meeting of the Board of Trustees
Free Public Library of Hasbrouck Heights
Minutes
September 15, 2015**

Present:

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

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

The meeting having been advertised in compliance with the sunshine law was convened by President Lisa Traina at 7:35 pm.

Public Portion: None

Minutes of the June 16, 2015 meeting were read & approved.

Motion: Linda Mansfield & Seconded: Mayor Rose Heck

Director's Report

Report submitted to the board is attached to the minutes.

Director Hui reported the following:

- Total circulation of materials to date show 2.37% increase.
- 28,964 people walked through the library doors the past 3 months
- 4.280 packages were handled.
- 125 new library cards were issued over the past three months.
- Hasbrouck Heights hosted an orientation for new directors.

The Summer Bash was another HUGE success and the trustees can go on the library's website to see all the wonderful pictures. Director Hui thanked Mayor Heck, her staff, the Trustees, the Jr. Friends and the Friends for all their hard work and support.

Update from Friends of the Library

Micky Maschio was absent but a written report was read by Director Mimi Hui.

Here are some highlights:

- BCCLS Friends Task Force will be presenting another program on Sept. 16th in Maplewood. Topic is All you wanted to know about Publicity.
- The Friends will be present at Town Day on Sept. 26 at Woodland Park to help advertise library programs.
- On Sunday, Sept. 27th in the Sr. Center, the Jr. Friends will co-host a bat awareness program from 4pm – 7pm.
- Micky gave the Jr. Friends a big thanks for all their help at the Summer Bash and wanted to express her thanks to Mayor Heck for helping to get the new big screen TV for the library.

Committee Reports:

Finance – Ron Ellis, Committee Chair

Committee met twice over the summer. A decision was made to create a full time teen librarian position. It would combine two part time positions. A motion was made by Ron Ellis to hire a Full Time Teen Librarian and Seconded: Rose Ellen Lorber-Termaat. Approved unanimously.

Building – Pat Link, Committee Chair

Will follow up with DPW Assistant Supt. Jim Schneider on the painting and spackling work to be done in the library and report back at next meeting.

Personnel –Rose Ellen Lorber-Termaat, Committee Chair

Library received (8) resignations since the summer has ended. They are: Deepti Dutta, Maria Kaldas, Maria Luque, Esperanza Pacheco, Natasha Pandya, Jonah Samson, Debbie Spencer & Clarence Stevens. Each letter was read aloud into the record and each letter was accepted with deep regret. Motion made by: Ron Ellis & Seconded: Pat Link. All approved.

Rose Ellen also stated self-evaluations will be distributed shortly in the next few weeks.

Two new pages were hired -- Daniel Jimenez & Annaka Wohlheter

Motion to approve: Ron Ellis & Seconded: John Baratta. Approved unanimously.

Strategic Plan – Rose Ellen Lorber Termaat, Committee Chair

Draft copy was given out at the June meeting and asked trustees to let her know of any comments by the next meeting.

Fundraising – John Baratta & Mayor Rose Heck, Committee Chairs

Working on a letter writing campaign to the businesses in town. More information at the next meeting.

Old Business

- Telephone System. Director Hui is awaiting further information. A meeting has been planned to meet with selected vendor and finalize cost.
- Wall Hanging System. Director Hui is in contact with American Legion and will report back as this project develops.

New Business

- 2016 Library Holiday Calendar Dates. Copies were included in each trustee's packet and a motion was made by Rose Ellen Lorber-Termaat and Seconded: John Baratta to approve the listed dates. Approved unanimously.

- Taste of Hasbrouck Heights – Monday, November 9th to be held at the HH VFW. Director Hui reported plans are underway. She is trying to recruit businesses to come on board. An update will be given at the next meeting.

No further business.

Motion to adjourn at 8:57 p.m. by John Baratta / Second Ron Ellis.

Next meeting is Tuesday, October 20, 2015 @ 7:30 pm.

Respectfully submitted

Pat Link
Secretary