

**Meeting of the Board of Trustees  
Free Public Library of Hasbrouck Heights  
Minutes  
January 16, 2018**

**Present:**

Lori Cintron	Joseph Samperi
Mayor Jack DeLorenzo	Michael Sickels, Mayor's Alternate
Rose Heck	Lisa Traina, President
Pat Link, Secretary	Marlene Verrastro, Treasurer
Linda Mansfield, School Supt. Alternate	Josephine Ciocia, Council Liaison
Lizz Nuzzo	Mimi Hui, Director
	Micky Maschio, Friends Rep

The meeting having been advertised in compliance with the sunshine law was convened by President Lisa Traina at 7:30 pm.

Mayor Jack DeLorenzo administered oath of office to all the Trustees.

President Traina welcomed Michael Sickels and Joseph Samperi to the library board.

**Public Portion:** None

Minutes of previous meeting was read & approved as distributed.

Motion: Rose Heck & Seconded: Lizz Nuzzo

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

Director Hui wished everyone a Happy New Year and recognized the following new and returning members to the Library Board – Joseph Samperi newly appointed to serve a 5 year term, Linda Mansfield the returning ex-officio for the Superintendent of Schools, Michael Sickels will be the Mayor's new alternate and Councilwoman Josephine Ciocia as our Liaison to the Council.

Highlights

- Reported the statistics from the previous month.
- Summary of various programs in the past month was shared.
- Update on the status of LibraryLinkNJ working with BCCLS on statewide delivery.
- A list of all meetings and events attended for the past month was provided.

**Update from Friends of the Library**

Micky Maschio reported the following:

- The Friends annual re-organization meeting was held on Saturday, January 6. Members warmly welcomed newly elected Stephen Swalsky as Vice President. A short overview of 2017 Friends activities was read by Micky.
- The Friends are looking forward to helping the library with programs for 2018 and supporting whatever is needed.
- The Merchants Program list is now available for 2018 and copies can be picked up at the circulation desk in the library. Micky asked everyone to support local businesses which will help the library.
- TD Bank & Boiling Springs Alliance programs are doing well which helps provide the Friends with revenue to support the ongoing activities of the library.

- The Friends are planning a possible musical event in the near future--Tony Bennett Night with the Garden Club. More details to come.

## **Committee Reports:**

### **Finance** – Rose Heck, Committee Chair

Read the year-end report for 2017 of monthly figures – see copy in board packet.

### **Building** – Pat Link, Committee Chair

Reported the library repair list will be reviewed and updated for the next meeting.

### **Personnel** – Lizz Nuzzo, Committee Chair

The committee met and discussed various matters including job performance, job descriptions, salaries and hiring for three opened positions. Director Hui will start interviews shortly as candidates apply.

President Traina read a letter of resignation from Teen Librarian Tyne Runfeldt. Her last day will be February 2. Motion to accept with deep regret Lizz Nuzzo and seconded by Pat Link. Voted on & approved with 2 members abstaining.

### **Strategic Plan** – Lizz Nuzzo, Committee Chair

No Report.

### **Fundraising** – Rose Heck, Committee Chair

No Report.

## **Old Business**

- Evaluation of the Library Director - Motion was made to go into closed session by Rose Heck and seconded by Joseph Samperi to discuss the evaluations.

Secretary Pat Link summarized all the comments from the Trustees. Director Hui continues to do a fine job. This library is fortunate to have such a dedicated director.

A motion was made by Rose Heck and seconded by Marlene Verrastro to go back into opened session. Voted on & approved.

- Special Presentation - On behalf of the Library Board of Trustees, Director Hui thanked Lisa Traina for her dedicated service on the library board and presented her with a bouquet of flowers and candy as a token of appreciation. President Traina in turn thanked the trustees and said she enjoyed her time on the board.

## **New Business**

- **Re-Organization of Officers**

Nominations for Board President. Secretary Link asked for nominations from the floor. A motion was made by Lori Cintron to nominate Marlene Verrastro. Seconded by Joseph Samperi. No other nominations were made. Board members voted unanimously to elect Marlene Verrastro as Board President.

Nominations for Board Secretary. Joseph Samperi made a motion to nominate Pat Link. Seconded by Mayor DeLorenzo. Vote was taken and board members unanimously elected Pat Link to be Board Secretary.

Nominations for Board Treasurer. Lori Cintron nominated Joseph Samperi. Seconded by Linda Mansfield. Vote was taken and board members unanimously elected Joseph Samperi to be Board Treasurer.

The new officers for 2018 for the Board of Trustees are as follows:

President: Marlene Verrastro

Secretary: Pat Link

Treasurer: Joseph Samperi

- **Committee Appointments**

President Marlene Verrastro appointed the following individuals to serve as:

Building Chair – Pat Link  
Committee member is Michael Sickels

Finance Chair – Joseph Samperi  
Committee members are John Baratta

Personnel Chair – Lizz Nuzzo  
Committee members are Linda Mansfield & Pat Link

Strategic Plan Chair – Lori Cintron  
Committee members are Lizz Nuzzo & Michael Sickels

Fundraising Chair – Rose Heck  
Committee members are John Baratta

- 2018 Library Board Meeting Dates – Motion was made by Mayor Jack DeLorenzo and seconded by Joseph Samperi. Unanimously approved meeting dates.
- BCCLS Certification of Agreement – Motion was made by Rose Heck and seconded by Lizz Nuzzo. Unanimously approved to accept terms of BCCLS membership.
- Public Library Association (PLA) Conference – Will take place in Philadelphia, PA from March 20-24, 2018. Director Hui plans on going for four days. A motion was made by Lori Cintron & seconded by Linda Mansfield for Director Hui to attend. The board agreed to cover the cost of registration and expenses. Voted on & approved unanimously.
- Year in Review Report - PowerPoint presentation given by Director Hui. President Verrastro asked board members to stay after the meeting adjourned to watch.

No further business. Motion to adjourn by Rose Heck / Seconded: Lizz Nuzzo  
Meeting adjourned: 8:33 pm

Next Meeting: February 20, 2018 at 7:30 pm

Respectfully submitted,  
Pat Link, Secretary