

**Meeting of the Board of Trustees  
Free Public Library of Hasbrouck Heights  
Minutes  
January 17, 2017**

**Present:**

John Baratta	Lizz Nuzzo
Lori Cintron	Lisa Traina, President
Mayor Jack DeLorenzo	Laurie Varga, Mayor's Alternate
Rose Heck	Marlene Verrastro, Treasurer
Pat Link, Secretary	Josephine Ciocia, Council Liaison
Linda Mansfield, School Supt. Alternate	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. President Traina welcomed Lisa Varga, the Mayor's Alternate and Josephine Ciocia, the new Council Liaison. On behalf of the Library Board, our deep thanks to Rose Ellen Lorber-Termaat for 10 years of service on the Library Board of Trustee.

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

**Public Portion:** None

Minutes of previous meeting was read & approved as distributed.

Motion: Rose Heck & Seconded: Linda Mansfield

**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 – Lizz Nuzzo newly appointed to serve 5 year term, Linda Mansfield the returning ex-officio for the Superintendent of Schools, Laurie Varga will be the Mayor's new alternate and Councilwoman Josephine Ciocia as our new Council Liaison.

Library director went over the year end cumulative circulation totals. Library website was hacked and has been restored. The Director and Head of Reference are working closely with the current vendor to make sure preventive measures are taken.

The following staff members have been appointed by BCCLS President Kurt Hadler to serve on various BCCLS Committees:

- Friends of Library – Head of Reference Melissa Singlevich
- Youth Services (Chairperson) - Children's Librarian Kate Senedzuk
- Billing Task Force & Reciprocity Task Force – Director Mimi Hui
- Director Hui was also elected to serve on the BCCLS Executive Board for the next three years.

**Update from Friends of the Library:**

The Friends held there re-organization meeting on Saturday, January 7. Judy Mascis stepped down and Micky Maschio is the newly elected President.

Membership drive is in full swing. Please consider joining or renewing your membership. Forms can be picked up at the Circulation Desk.

The Merchant Program has 34 participating vendors for 2017. Next Fundraiser is Chinese New Year Luncheon and will be held Sunday February 12 at the Asian Grill located on Rt 17N. Tickets are \$35 and can be purchased at the Circulation Desk. Twelve members of the Friends will be going on the National Parks trip with Collette Travel Agency and it is not too late to signup if anyone is interested in going.

Next meeting of the Friends is March 8 – 1 pm

### **Committee Reports:**

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

Reported the committee met recently. 2017 budget has been submitted and we are waiting upon Borough/State approval.

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

No report. Committee will do a walkthrough of the library and make a list of what needs to be done in the upcoming months. .

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

No report. A new chair will be appointed.

#### **Strategic Plan –** No Report.

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

Reported plans are in the works for the 100th celebration of the Library. Centennial Club will be formed to help raise the money. Goal is to collect whatever is possible with a fundraiser being planned. Students at our schools will be involved in a logo contest. More details to come.

### **Old Business**

- 2017 Library Board Meeting Dates – Copy enclosed in packet. Trustees reviewed dates. A motion was made by John Baratta and seconded by Marlene Verrastro to approve them. Unanimously passed.
- Evaluation of the Library Director - President Traina asked Secretary Link to read over the comments made on the Director's Evaluation for 2016. Secretary Link reported that the Trustees comments were mostly outstanding on all levels and read out loud the following comments:

Director Hui is a valuable asset to our library and her professionalism is top notch as she goes about the daily business on running our library. We are very lucky to have her as our Director and she will continue to do her best for our library.

The dedication of Director Hui has exhibited has gone beyond her job description. Her friendly manner makes the library a welcoming place for the community. I cannot say enough about her professionalism. This Library is very fortunate to have such a stellar director.

Director Hui had another very successful year guiding the library to new heights of excellence in all of its achievements.

We need a new category for Ms. Hui because outstanding does not go far enough to express the quality and quantity of the work she does for the Library.

Director Hui works tirelessly to make our library a complete success. Her dedication is obvious and very much appreciated. Superb Director!

Director Hui is this library's greatest asset and together with a dynamic staff and the support of the Friends Board keeps this library humming on a daily basis. Our profile as a community center is outstanding in large part due to her fine leadership.

Director Hui is incredible and hardworking. Would like to see her do a bit more administrative actions and less staff substituting of staff.

We are privileged to have such a knowledgeable and talented library director. Her expertise is invaluable and she deserves the full support of the Library Board of Trustees. It is important to recognize the need for support to be given to the Library Director and for each department to continue to improve its share of the work in a time and supportive manner. We must continue to improve our fundraising abilities.

- Paramus Library staff are still working at our library and doing a great job. A soft March opening is being considered.

## **New Business**

- **Re-Organization of Officers**

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

Nominations for Board Secretary. John Baratta made a motion to nominate Pat Link. Seconded by Linda Mansfield. Vote was taken and board members unanimously elected Pat Link to be Board Secretary.

Nominations for Board Treasurer. Mayor Jack DeLorenzo nominated Marlene Verrastro. Seconded by Lori Cintron. Vote was taken and board members unanimously elected Marlene Verrastro to be Board Treasurer.

- **Committee Appointments**

President Lisa Traina appointed the following individuals to serve as:

Finance Chair –Rose Heck

Committee members are John Baratta & Marlene Verrastro.

Personnel Chair – Lizz Nuzzo  
Committee members are Linda Mansfield & Laurie Varga

Building Chair – Pat Link  
Committee member is Lori Cintron

Fundraising Chair – Rose Heck  
Committee members are John Baratta & Marlene Verrastro

- BCCLS Certification of Agreement – Motion was made by Lizz Nuzzo and seconded by Linda Mansfield. Unanimously approved to accept terms of membership.
- Year in Review Report - PowerPoint presentation given by Director Hui. President Traina asked board members to stay after the meeting adjourned to watch.

No further business motion to adjourn: Pat Link / Seconded: Lori Cintron  
Meeting adjourned: 8:45 pm

Next Meeting: February 21, 2017 at 7:30pm

Respectfully Submitted  
Pat Link, Secretary