

**Meeting of the Board of Trustees
Free Public Library of Hasbrouck Heights
Minutes
October 21, 2014**

Present:

Lisa Traina, President
Ron Ellis
Pat Link, Secretary
Rose Ellen Lorber-Termaat

Linda Mansfield, Superintendent Alternate
Tom Verrastro, Mayor's Alternate
Mimi Hui, Director
Sonya Buckman, Council Liaison

The meeting having been advertised in compliance with the sunshine law was convened by President Lisa Traina at 7:34 pm.

Public Portion: None

Minutes of September 16, 2014 meeting was approved.

Motion: Linda Mansfield & Seconded: Tom Verrastro

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

Highlights include:

- Visit from Dalai Lama's sister, Ms. Jetsen Pema, who came to visit the Tibetan families in Hasbrouck Heights. The Library was happy to host reception.
- Monthly statistics in the library continue to climb.
- All departments are in full swing with their Fall activities.

Update from Friends of the Library

Micky Maschio submitted a written report that was read by the Director:

- Friends members attended the BCCLS Breakfast at Seasons along with Mayor Heck, staff members and trustees. President Traina gave a very informative talk on "Looking Forward to the Future with Junior Friends." A proud moment for all from Hasbrouck Heights.
- Boxing of books in the basement is being worked on and the Friends want to thank all the volunteers for their hard work and support.
- A reminder to everyone to continue their support in promoting TD Bank & Boiling Springs Bank community outreach program with having one's accounts linked to help benefit the library.

Committee Reports

Building – Pat Link, Committee Chair

- Spoke with Jim Schneider at the DPW and will have a final report of the 2014 repair list for December meeting.

Personnel –Rose Ellen Lorber-Termaat, Committee Chair

No report

Finance – Ron Ellis, Committee Chair

- Met with Chief Finance Officer Michael Kronyak to discuss the budget.
- Working on a proposal to increase staffing for the coming year.
- Committee will meet in the next few weeks to go over the needs of the library in preparation for 2015 budget.

Strategic Plan –Rose Ellen Lorber-Termaat, Committee Chair
Tabled for now.

Fundraising – John Baratta, Committee Chair (was absent)
No report

Old Business

- **Library Board Bylaws** – Board Attorney has looked over bylaws and made one recommendation. Under Section 4: “*Notices of regular meetings shall be **emailed** to board members at least five days in advance of the meeting...*” A motion was made by Ron Ellis and seconded by Pat Link to reflect this change. Vote passed unanimously approving this change.
- **Taste of Hasbrouck Heights** – Was a big success! 140 tickets were sold and 20 eateries participated. Approximately \$4,000.00 was raised and will be split with the Chamber of Commerce who co-sponsored this event. Plans for next year are in the works. President Traina asked Director Hui to forward thanks to her staff, the Friends Group, the high school volunteers, restaurants owners, and to the participants for a fantastic event.
- **2015 Library Holiday Calendar** – A discussion was held in regard to next year’s holiday closings for the borough and library. There was one change made. The Trustees made a motion to rescind the previous approved 2015 holiday closings of the library. Motion made by Rose Ellen Lorber-Termaat & Seconded by Ron Ellis. A motion was made to open the Library on Columbus Day in 2015 by Pat Link and seconded by Tom Verrastro. A roll call vote was taken and the results were 5 yes & 1 no. Motion passed.

New Business

- **Capital Expenditure: Proposal for New Chairs** – two quotes were presented. Library Interiors & Brodart Supplies & Furnishings. After some discussion, a motion was made by Ron Ellis and seconded by Linda Mansfield to go with Library Interiors. Approved
- **Copiers** -- Contract is due. Director Hui presented three quotes. A comparison sheet was presented outlines the services provides by each vendor for copiers. After much discussion, a motion was made by Pat Link & seconded by Ron Ellis to renew contract with Procopy. Passed.
- **Upcoming Programs** --
 - Library Law with Michael Cerone @ Closter PL (Nov. 12)
 - 25th Annual Lego Night @ HHPL (Nov. 14)
 - 10 Library Policies Every Library Should Have On Hand @ HHPL (Dec.2)
- **Arcadia Publishing** -- Catherine Cassidy, the author of the Hasbrouck Heights—Images of America Series, was contacted about working on a publication on the postcards of Hasbrouck Heights. She would like to use the postcards from the Heritage Room. Royalties generated from the sale of this publication will go to the endowment fund. Trustees were concerned about copyright laws. Director Hui will investigate and report back. A motion was made by Rose Ellen Lorber-Termaat and seconded by Pat Link to move ahead and accept Ms. Cassidy’s offer to work on publication. Vote was unanimous depending upon copyright guidelines of postcards.

No further business. Motion to adjourn: Ron Ellis / Seconded: Tom Verrastro
The meeting ended at 9 pm

Next meeting: Tuesday, November 18 at 7:30 pm

Respectfully Submitted,
Pat Link
Secretary