

**Meeting of the Board of Trustees
Free Public Library of Hasbrouck Heights
Minutes
November 15, 2016**

Present:

John Baratta

Lori Cintron

Rose Heck

Rose Ellen Lorber-Termaat

Linda Mansfield, School Supt. Alternate

Lisa Traina, President

Marlene Verrastro

Mimi Hui, Director

Micky Maschio, Friends Representative

The meeting having been advertised in compliance with the sunshine law was convened by President Lisa Traina at: 7:39 pm

Public Portion: none

Minutes of October 18, 2016 approved as distributed.

Motion: Linda Mansfield, Seconded: Marlene Verrastro. John Barrata and Rose Heck abstaining.

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

- 42 more items loaned than at this date last year.
- Total circulation of 10,246 items.
- 32 new library cards issued.
- Total library card holders to date: 5,966
- 27th Annual Lego Night attended by 48 pre-k through middle school –age children
- Attended Eagle Scout Award Ceremony for John Shamus Mullins on November 6 at VFW
- 3rd Annual Taste of Hasbrouck Heights on November 14 a big success; over 200 in attendance, 29 restaurants; 8 sponsors
- Annual BCCLS Friends Breakfast; children's librarian Kate Senedzuk was a speaker
- Upcoming events: Monday, November 21: Mondays @ the Library: Manhattan Bridges; Saturday, December 3: Holiday Dance Performance by Edie's Dance Factory
- Library received a net plus lending check \$6,679 from January to June from BCCLS.

Update from Friends of the Library

Micky Maschio reported the following:

- 34 new merchants have joined the Merchants Program for 2017
- 2016 memberships are good through December 2016; 2017 membership drive underway
- Next Friends meeting: Wednesday, November 30, 1 pm
- Annual meeting: Saturday, January 7 at 10 am; breakfast/brunch; honoree: Judy Mascis, who will be stepping down as president

- Friends Canyon Trip for Spring 2017 has 12-14 people to date; all reservations to be made by February 2017
- Friends hosting a BCCLS Friends Talk Wednesday, December 7 at the library
- Will soon advertise for High School 2017 scholarship applications for upcoming graduates
- Sorting underway for book donations in preparation for Annual Book/Bake Sale
- Friends involved with Amazon Smile, Boiling Springs Bank and TD Bank
- Next Friends board meeting will include a discussion of fundraisers for 2017; plans underway for Chinese New Year celebration

Committee Reports

Finance/Fundraising – Rose Heck, Committee Chair

- Staff increases (2%) will be discussed once the borough passes theirs.
- Donations received: \$450 from Postman & Postman
- Will be putting together a Centennial Club which people can join with a \$100 donation; goal is to get 100 donations of \$100 each
- Increased emphasis on donor letters

Building – Pat Link, Committee Chair

- Will be following up with DPW but is awaiting further information

Personnel –Rose Ellen Lorber-Termaat, Committee Chair

- Resignation letter from Elyse Fink, Teen Librarian; Motion by Rose Ellen Lorber-Termaat; seconded by Rose Heck. Lisa Traina and trustees accept with regret.

Motion to go into closed session: Rose Heck, Seconded: Lori Cintron

Discussion took place regarding search for next teen librarian and personnel evaluations.

Motion to go back into open session: Rose Heck, Seconded: John Baratta

Strategic Plan – Rose Ellen Lorber-Termaat, Committee Chair

- In progress

Old Business

- Emergency Evacuation Plan: evacuation procedure for "sweeping" departments and wings. Motion to adopt plan: Lori Citron, seconded: Marlene Verrastro
- Plans to celebrate 100th anniversary of library

New Business

- Mike Sickels of Hasbrouck Heights Lions Club presented a \$500 check to the Library for the purchase of large print books.
- Long Range and Capital Planning meeting: BCCLS Trustee Education Program, Tenafly, Dec. 6 at 7 pm

No further business.

Motion to adjourn at 8:40 pm by Linda Mansfield / Seconded by John Baratta

Next meeting date is December 20, 2016 – 7:30pm

Respectfully Submitted,

Rose Ellen Lorber-Termaat,
Acting Secretary