

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

Present:

Lisa Traina, President	Linda Mansfield, Supt. Alternate
Pat Link, Secretary	Lizz Nuzzo
Rose Heck, Treasurer	Marlene Verrastro
Lori Cintron	Sonya Buckman Council Liaison
Supt. Dr. Matt Helfant	Mimi Hui, Director
Rose Ellen Lorber-Termaat	

The meeting having been advertised in compliance with the sunshine law was convened by President Lisa Traina at: 7:36pm

Public Portion: None

Correspondence:

Letter of Resignation from Library Trustee Marcie Phelan accepted with regrets.
Motion: Pat Link / Seconded: Rose Heck / Approved

Donations were received from the following:

- Mr. & Mrs. Vereeken in memory of their son
- Edwinna Carroll's Family in her memory
- Patrick Weaver's Family to be used towards the Video Gaming Collection

Minutes of last meeting were approved as distributed.

Motion: Rose Heck & Seconded: Linda Mansfield

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

Director Hui & her staff have been busy with the library visits from the elementary schools. March is Read Across America and our library participated in reading to the students at the schools. Blu-Rays are circulating more than ever as technology changes. Director Hui also attended various meetings throughout the month. Upcoming events at the Library are Storytime with the Bunny and Stuffed Animal Sleepover to name just a few.

Update from Friends of the Library:

The following written report was forward by Micky Maschio:

- Friends membership is now up to 96 members.
- The profit from the Tea Party was \$400.00.
- The Friends Scholarship Committee is chaired by Pat Link. A \$500 scholarship will be awarded to a student and or a Jr. Friend who has volunteered at the library or at events.

- Executive Board is planning to sponsor a trip with Collette Travel to go to the Grand Canyon & National Parks in April 2017.
- Friends members will be on hand to assist with the upcoming Stuffed Animal Sleepover.

Committee Reports

Finance – Rose Heck, Committee Chair

Committee will be meeting shortly and will report back at next meeting. Mayor & Council working on the 2016 Budget.

Building – Pat Link, Committee Chair

Reported new wastebaskets in ladies room and coat hooks have been installed on the stall doors in the public restrooms. Madison Avenue automated door system has been fixed. With all the rain, there are no new leaks. Director is monitoring window in the Children's Office to see if there are leaks.

Personnel –Rose Ellen Lorber-Termaat, Committee Chair

Reported on the latest quarterly evaluation of the Children's Librarian & Head of Circulation. Director Hui informed the Trustees that a member of the staff will be taking an extended vacation in July. There's a family wedding in Greece. For the library board members to consider, a suggestion to hire summer help and move ahead with timeline to hire an intern. Director will present options at next board meeting and review beforehand with Personnel and Finance Committees.

Strategic Plan – Rose Ellen Lorber-Termaat, Committee Chair

Reported rough draft is finished and will now input the State Aid figures. A Technology Plan is also needed. President Traina asked newly appointed Trustee Lori Cintron to serve alongside with Rose Ellen. More details to come..

Fundraising – Rose Heck, Committee Chair

Committee will hold a meeting and report back.

Old Business

Piano Use Policy – Copy is enclosed. Director Hui will be meeting with Borough Officials to go over the details. More information will be forthcoming.

NJLA Conference – Will take place on May 16 – 18 in Atlantic City.

Local History Book Release – Catherine Cassidy will do a book signing on Saturday, April 23 at 1 pm. Everyone is invited to attend. Book is available for purchase at Front Desk for \$23. Proceeds go to support the Endowment Fund.

Telephone System – Has been installed. It is now up and running.

New Business

Board meeting date for May needs to be changed due to NJLA Conference.
After some discussion a new date was announced-- May 19, 2016 at 7:30 pm.
All trustees agreed to the new date.

Trustee Training Orientation - Director Hui will set up a date for all trustees to attend and it will take place at the Library.

NJ State Aid Report – Copies have been provided to board members in their packets.

2016 Director's Goals & Objectives - See attached copy

No further business. Motion to adjourn: Rose Heck & Seconded: Marlene Verrastro
Meeting adjourned: 8:58 pm

Next meeting: April 19, 2016 at 7:30 pm

Respectfully submitted,

Pat Link, Secretary