

**Meeting of the Board of Trustees  
Free Public Library of Hasbrouck Heights  
Minutes  
May 18, 2015**

**Present:**

Lisa Traina, President	Linda Mansfield, Supt. Alternate
John Baratta	Marcie Phelan
Ron Ellis	Sonya Buckman Council Liaison
Mayor Rose Heck	Mimi Hui, Director
Pat Link, Secretary	Micky Maschio, Friends Rep
Rose Ellen Lorber-Termaat	

The meeting having been advertised in compliance with the sunshine law was convened by President Lisa Traina at 7:33 pm.

President Traina welcomed newest trustee and introduced Marcie Phelan to the board.

**Public Portion:** None

Minutes of the April 13, 2015 meeting were read & approved with one correction.

Motion: John Baratta & Seconded: Rose Ellen Lorber-Termaat

**Director's Report**

Report submitted to the board is attached to the minutes. Director Hui reported for the month of April the following:

- Several staffing changes. In the next couple of months, three of the library pages will be graduating High School and leaving for college. Interviews have started for the next succession of pages. Interviews for a library intern will also begin.
- Congratulations to Teen Librarian Esperanza Pacheco. She had completed her Master in Library Science degree from Pratt Institute in December 2014. Her graduation ceremony was recently held at Madison Square Garden. Director Hui was in attendance to support her in this accomplishments.

**Update from Friends of the Library**

Micky Maschio reported the following:

- Sinatra Night event – Apr. 23<sup>rd</sup> was a huge success!
- Almost done sorting the books for the Book Sale which starts Friday, May 29<sup>th</sup> and continues through May 31<sup>st</sup>. Waiting on word from the Health Department as to whether there will be a bake sale. Friends also plan on selling donated costume jewelry and holiday decorations.
- Next fundraiser is the High Tide Homicide Show at the Holiday Inn on Sunday, June 7<sup>th</sup>. Tickets can be purchased in the library. Price is \$60/per person and you get a four course meal and show for that price. Deadline is May 30<sup>th</sup>. Tell your family and friends and come out and join in on the fun.

**Committee Reports**

**Finance** – Ron Ellis, Committee Chair

The next capital improvement projects are being worked on – obtaining quotes for shelving and the need to upgrade the library phone system.

The minimum wage for the State of NJ had been increased to \$8.38/hr as of January 2015, The Library needs to adjust their hourly minimum wage.

A motion was made by Ron Ellis and seconded by John Baratta to increase the library page rate from \$8.31/hr to \$8.40/hr. The following pages are to receive the following increase— Marisa Gardner, Maria Luque & Jonah Samson. Approved unanimously.

A motion was made by Ron Ellis and seconded by John Baratta to increase the pay of Library Page Clarence Stevens from \$8.48 hourly to \$8.60. Approved unanimously.

Fabric covers for the chairs that were damaged from the sprinkler head burst in the Trustee Meeting Room was discussed and approved. The swirled colored burgundy was selected.

**Building – Pat Link, Committee Chair**

Reported she will contact DPW Jim Schneider about setting a painting schedule with Director Hui for areas in the library as soon as possible.

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

Reported the committee is drafting a self-elevation sheet for library employees to fill out in the Fall 2015.

A motion was made by Ron Ellis and seconded by Rose Ellen Lorber-Termaat to accept the following resignation letters with deep regret:

- Library Page Marisa Gardner
- Computer Trainer Natasha Pandya (leaving end of June)

Motion passed.

A motion was made by Rose Ellen Lorber-Termaat and seconded by Ron Ellis to hire the following two new library pages at the starting rate of \$8.40/hr:

- Daniel Jimenez
- Tenzin Kunky

Motion unanimously approved.

Director Hui will be interviewing for a new computer instructor over the summer.

**Strategic Plan – Rose Ellen Lorber Termaat, Committee Chair**

Committee continues to work on presenting a final draft for the board's review.

**Fundraising – John Baratta, Committee Chair**

Reported on the next Taste of Hasbrouck Heights at the VFW. Date is Monday, November 9<sup>th</sup>. The Gazette Newspaper, VFW, and Heights Flower Shoppe will be sponsors of this event. More details to come.

**Old Business**

Library Dream List continues to be worked on.

NJLA Conference was attended by Library Trustees Pat Link, Lisa Traina & Rose Ellen Lorber-Termaat. Director Hui was presented with the NJLA President's award in

recognition for all her hard work this past year. Congratulations to Mimi on a job well done and an award you are most deserving of.

Reported the new piano will be delivered on Wednesday, May 20th.

Wall Hanging System. Director Hui surveyed the BCCLS libraries and learned 35 locations are currently using the Walker Display System. This system was easy to use and affordable. Will investigate cost and design.

### **New Business**

New Trustee Handbook – The newly updated edition has been included in the board packet for each trustee to look over.

No further business. Motion to adjourn: Rose Ellen Lorber-Termaat & Second: John Baratta.  
Meeting adjourned: 8:56 pm  
Next Meeting June 16, 2015 – 7:30pm

Respectfully submitted

Pat Link, Secretary