

**Meeting of the Board of Trustees
Free Public Library of Hasbrouck Heights
Minutes
June 17, 2014**

Present:

Lisa Traina, President	Linda Mansfield, Superintendent Alternate
John Baratta	Tom Verrastro
Ron Ellis	Mimi Hui, Director
Pat Link, Secretary	Micky Maschio, Friends Representative
Rose Ellen Lorber-Termaat	Bret Kelly from Postcard Pyros

The meeting having been advertised in compliance with the sunshine law was convened by President Lisa Traina at 7:31 pm.

Public Portion: None

Minutes of May 20, 2014 meeting was approved.
Motion: Ron Ellis & Seconded: John Baratta

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

Update from Friends of the Library

Micky Maschio reported:

- Membership of the Friends is at 95.
- FOL Book, Bake, & Jewelry Sale was the biggest fundraiser for the year. Profit of \$2,178.95. The jewelry part did more than the baked goods - \$264.50!
- Just Desserts was small in attendance but everyone had a great time and enjoyed the store bought desserts, punch and other goodies. The Junior Friends did a great job volunteering that evening as servers.
- Summer Bash is the next big event. Friends will be helping out whatever is needed for that night.
- In the Fall, the Friends will work on boxing the books in the basement that were left from the book sale. Director Hui said the boxes came in from Better World Books. We will start working on this project as soon as we can.

Committee Reports

Building – Pat Link, Committee Chair

- Lighting on the library landing still needs to be addressed. Has been in touch with Jim Schneider. Special equipment is needed to reach bulb.
- Paint splatters need to be cleaned up in certain areas of the Library. DPW worker Keith Brown has been painting in the evenings when Library is closed.
- Window blinds in Trustee meeting room needs cleaning.

Personnel –Rose Ellen Lorber-Termaat, Committee Chair

Staff evaluations will be completed over the summer. A final report will be given at next meeting.

Finance – Ron Ellis, Committee Chair

- Recommends that the appeal letter project be put on hold until there is revenue available to cover cost of mailing.

Strategic Plan –Rose Ellen Lorber-Termaat, Committee Chair

Will be worked on over the summer.

Fundraising – John Baratta, Committee Chair

- Hilton Hotel was being considered for Taste of Hasbrouck Heights Fundraiser. Cost for use of location is prohibited—\$2,400.
- Ron Ellis suggested the Elks Club. Cost was \$800.
- A meeting with the HH Chamber of Commerce has been scheduled for June 24. An update will be given at the next meeting.

Old Business

- Library Appeal Letter. Presentation by Bret Kelly of Postcard Pyros. He recommended mailing out postcards rather than a letter to reach residents. A recommendation was made to hold off on this project until a later date.
- Fundraiser for Endowment Fund – Taste of Hasbrouck Heights. More information to follow.
- Library Board Bylaws – A copy was provided in the board packet for review. Ron Ellis made several suggestions and each one was discussed. Trustees were asked to look it over the summer and be prepared to discuss at next meeting.

New Business

- Extend Library Wi-Fi Network – Proposal was enclosed in packet. Borough would like to split cost with Library to extend wi-fi service to the Senior Center & Community Room. Total cost is \$1,959. Motion was made by Ron Ellis; Seconded by Pat Link. Unanimously passed.
- Proposal for New Chairs – Two main areas of the Library need replacement--Young Adult Section and the Study Room. Proposal was enclosed in packet. A motion was made by Ron Ellis and seconded by John Baratta to accept proposal for 30 new chairs at a cost not to exceed \$6,000.00. Motion was approved unanimously.
- Pay Bills during Summer Months (July & August) - A motion was made by Linda Mansfield and seconded by Rose Ellen Lorber-Termaat for President Lisa Traina to pay the bills for the 2 months we don't meet. Approved unanimously.
- Summer Reading Programs for Children, Teens, & Adults – Fliers enclosed in packet.
- Summer Bash (August 1) – Save the date.

No further business. Motion to adjourn: John Baratta / Seconded: Ron Ellis
The meeting ended at 9:20 pm

Next meeting: Tuesday, September 16 at 7:30 pm

Respectfully Submitted,

Pat Link
Secretary