

**Meeting of the Board of Trustees
Free Public Library of Hasbrouck Heights
Minutes
June 21, 2016**

Present:

John Baratta
Rose Ellen Lorber-Termaat
Linda Mansfield, School Supt. Alternate
Lizz Nuzzo

Lisa Traina, President
Sonya Buckman, Council Liaison
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 7:35 pm.

Public Portion: None

Minutes of May 16, 2016 was approved as distributed.
Motion by Linda Mansfield & Seconded by Lisa Traina. Motion carried.

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

- 9% increase in circulated items
- 10,333 people walked through doors
- 30 new library cards issued
- Total library card holders 6,405
- Youth in Government Wednesday, May 25; Alyssa Volpe and Megan Lorfink represented the community for Library for Youth Week
- Summer Reading Themes; for children – On Your Mark, Get Set, Read; for teens – Get in the Game – Read; for adults – I am Going to Walk to the HH Library
- Walking Challenge by Head of Circulation Laura Pecoraro; challenge to the public to walk a total of 50,000 steps by the end of August
- Multicultural Celebration Series; German music by Austrian Boys Band; traditional tasting of German foods
- BCCLS Friends Committee Program sponsored at Heights Library; Reach Out, Reactivate and Recharge
- BCCLS Change of Governance; voted on changing how executive board will function; membership voted on all elected board for two- or three-year terms of office
- Staff Development Day Friday, June 17
- Future events: 10th Annual Summer Bash August 5-6, Trustee Institute in East Windsor September 10, 16th Annual BCCLS Friends Breakfast at Season October 25

Update from Friends of the Library

Micky Maschio reported the following:

- Thank You Luncheon June 3 for membership
- Canyon Country Trip through Collette Travel to Arizona, Utah and Las Vegas; scheduled for April 27-May 5; double occupancy \$2,970 per person
- Book Bake Sale May 20-22; eliminating Seasonal Crafts Sale; total profit over \$2,300

- Taste of Hasbrouck Heights scheduled for Monday November 14
- Mimi's wish list; discussed making a major purchase for the library

Committee Reports

Finance – Committee Chair Rose Heck,

- Budget has not yet been passed; working with current numbers

Building – Pat Link, Committee Chair

- Pat Link in touch with Jimmy Schneider of DPW; book bin removed for refurbishing
- Carpets are cleaned and ready for summer bash
- Bathrooms are being cleaned

Personnel –Rose Ellen Lorber-Termaat, Committee Chair

- Ricky Hernandez hired as part-time library assistant; 22 hrs/week, \$11/hour—Motion: Rose Ellen Lorber-Termaat; Seconded: John Baratta. Motion passed.
- Motion to go into closed session to discuss personnel: Rose Ellen Lorber-Termaat, Seconded: Linda Mansfield.
- Motion to create a part time PR person/library assistant, \$11 per hr., 12-15 hours/week; Motion by Rose Ellen Lorber-Termaat, Seconded by John Baratta; unanimously approved in open session vote.

Strategic Plan – Rose Ellen Lorber-Termaat, Committee Chair

Committee is working on adding a Technology Plan.

Fundraising – Rose Heck, Committee Chair

No report at this time.

Old Business

Staff Development Day

- Staff Development Day Friday, June 17 at HH Library; NJ State Library - free library services and materials to New Jerseyans with print disabilities
- Extended staff meeting at staff development day: policies and procedures, dress code, teen-building dynamics
- Considering a half-day professional development day in the Fall
- Chairs are on order
- Paramus Library – reference librarian and public relations coordinator will begin Monday June 27 and continue through November as Paramus Library undergoes renovation

New Business –

- Summer bills approved for payment; motion: Liz Nuzzo, Linda Mansfield
- Summer bash August 5-6; sleep-in theme: All Trails Lead to a Camp-In
- 2016 New Jersey Library Trustee Institute, Saturday, September 10, East Windsor

No further business.

Motion to adjourn at 9 pm by / Seconded by

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

Respectfully Submitted,

Rose Ellen Lorber-Termaat,
Acting Secretary