

**Meeting of the Board of Trustees  
Free Public Library of Hasbrouck Heights  
Minutes  
September 20, 2021**

**Present:**

Marlene Verrastro, President  
John Baratta  
Lori Cintron  
Linda Mansfield, Supt. Alternate  
Lizz Nuzzo

Kim Parise, Mayor's Alternate  
Jeanine Sickels  
Josephine Ciocia, Council Liaison  
Mimi Hui, Director  
Micky Maschio, Friends Rep

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

Roll call was taken by Acting Secretary Lizz Nuzzo. Meeting was held via zoom due to COVID-19 health crisis. A total of 7 board members were present along with Friends Rep Micky Maschio and Council Liaison Josephine Ciocia.

Minutes of June 15, 2021 were approved as distributed. Motion made by Lizz Nuzzo and seconded by John Baratta. Voted and approved unanimously.

Motion to pay the bill certification for the month of July, August, and September were made by John Baratta and seconded by Lori Cintron. Voted on and approved unanimously.

Motion to approve salary certification sheets as presented for the following pay period made by Lizz Nuzzo and seconded by John Baratta.

- > Pay Period 6/06/2021 - 6/19/2021
- > Pay Period 6/20/2021 - 7/03/2021
- > Pay Period 7/04/2021 - 7/17/2021
- > Pay Period 7/18/2021 - 7/31/2021
- > Pay Period 8/01/2021 - 8/14/2021
- > Pay Period 8/15/2021 - 8/28/2021
- > Pay Period 8/29/2021 - 9/11/2021

Voted on and approved unanimously.

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

**Update from Friends of the Library**

Friends President Micky Maschio reported the following:

- Book & Jewelry Sale made over \$5,000 (\$4,500 in books, \$473.75 jewelry, \$63 donations). Special thanks to the library staff, custodians, Lisa Traina-Friends VP for coordinating; Rosemarie Settembrino, Fran Visco, teen volunteers, Board Members, Friends and volunteers.
- Awarded a \$500 scholarship to a HH graduating senior – Mizan Modak.
- Awarded two \$100 gift cards to two Eagle Scout candidates.

## **Committee Reports**

**Building** – Pat Link, Committee Chair was absent,  
Director Hui reported the damage the library sustained after Hurricane Ida.

**Finance** – Robert Bing, Committee Chair was not able to connect into meeting  
John Baratta made the motion and seconded by Lori Cintron to approve the following:

- Resolution to fix the salary and compensation of certain employees of the library of the borough of Hasbrouck Heights for year 2021.
- Use endowment funds for technology through the end of the year.

All in favor.

**Personnel** – Lizz Nuzzo, Committee Chair

Reported a letter of resignation was received from employee Kareem Abdelwahab. Motion to accept with deep regrets made by Linda Mansfield and seconded by John Baratta. Voted on and approved unanimously.

The Committee recommends the hire of Jamie Kurtz as the FT Youth Services Coordinator beginning on Monday, August 17, 2021 at a salary of \$37,500. A motion was made by Lizz Nuzzo and seconded by John Baratta. All in favor.

**Strategic Plan** – Lori Cintron, Committee Chair

Committee will be meeting to collate numbers and responses to the Staff Survey that was distributed.

**Fundraising** – Jeanine Sickels, Committee Chair

Reported raffle tickets are being sold for PlayStation 5 Gaming System. Twenty-eight tickets were sold at Book Sale and will also be sold at Town Day besides at the Library.

**Reopening** – Marlene Verrastro, Subcommittee Chair

Reported new hours for the Fall. Library will be open on Saturdays after Labor Day.

## **Old Business**

2021 Summer Reading Program Reports for Children / Teens / Adults – Written reports from department heads are enclosed in trustee packet. Very successful.

## **New Business**

Library Letter to the HH Schools – a copy was enclosed in board packet.

Library Logo – Need volunteers for subcommittee. The following trustees will be participating – Linda Mansfield, Kim Parise, Lori Cintron and Marlene Verrastro.

Continuing Education Opportunities for Trustees – BCCLS Trustee Program on Diversity, Equity, and Inclusion (DEI) via zoom on September 30 and repeated on October 13 from 7–8:30 PM. If anyone is interested, please let Ms. Hui know.

Public Portion – None

No further business. A motion was made by Linda Mansfield and seconded by Lori Cintron to adjourn. Voted on and approved. Meeting adjourned at 8:23 pm.

Next meeting is Monday, October 18, 2021 at 7:30 pm.

Respectfully submitted,  
Lizz Nuzzo, Acting Secretary