

**Meeting of the Board of Trustees  
Free Public Library of Hasbrouck Heights  
Minutes  
December 21, 2021**

**Present:**

Marlene Verrastro, President  
Pat Link, Secretary  
Robert Bing, Treasurer  
John Baratta  
Lori Cintron

Linda Mansfield, Supt. 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 Secretary Pat Link. Meeting was held via zoom due to COVID-19 health crisis. A total of 7 board members were present along with Council Liaison Josephine Ciocia and Friends of the Library Rep Micky Maschio.

Minutes of November 16, 2021 were approved as distributed. Motion made by Lori Cintron and seconded by Robert Bing. Voted and approved.

Motion to pay the bill certification for the month of December was made by Robert Bing and seconded by Pat Link. Voted on and approved unanimously.

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

- > Pay Period 11/07/2021 – 11/20/2021
- > Pay Period 11/21/2021 – 12/04/2021
- > Pay Period 12/05/2021 – 12/18/2021

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:
- Friends membership renewal letters have been mailed out.
- New membership cards will be issued as people sign up or renew.
- Twenty-two (22) merchants are now on board for the upcoming year.
- Friends awarded three (3) \$100 gift cards to three Eagle Scout recipients.
- Friends Scholarship Committee will be meeting to discuss ways to promote this opportunity to High School Seniors who have previously worked in the library to apply.

- Re-Organizational Meeting is slated for Saturday, January 8, 2022 in the Senior Center.
- Wishing everyone a Merry Christmas and a Healthy New Year.

## **Committee Reports**

### **Building – Pat Link, Committee Chair**

No major repairs to report. Director was informed that a borough employee had tested positive for COVID. As part of the health and safety protocols for the building, the Library will be sprayed down after it closed at 8 pm tonight. Staff has been reminded to be diligent in sanitizing their hands, wiping down work areas, maintaining social distance and wearing masks.

### **Finance – Robert Bing, Committee Chair**

Reported the committee met to discuss the upcoming proposed library budget for 2022 with the Borough CFO and will continue to meet to prepare into the new year.

### **Personnel – Lizz Nuzzo, Committee Chair was absent.**

Pat Link reminded the trustees that the director's evaluation form was enclosed in their packets. They have until Sunday, January 9, 2022 to fill them out and return back to Lizz.

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

Reported the committee will be meeting next week to finalize the plan.

### **Fundraising – Jeanine Sickels, Committee Chair**

No report.

### **Reopening – Marlene Verrastro, Subcommittee Chair**

No report.

## **Old Business**

2022 Library Holiday Calendar – Originally approved at the last meeting of the board.

Recommendation was made to not close the library on Friday, February 11th in observance of Lincoln's Birthday since the actual holiday is on the weekend this year. It was discussed to offer staff a floating holiday to be taken within the first two months of the year. Motion was made by Pat Link and seconded by Lori Cintron. Voted on and approved with one objection.

Library Logo / Website – Director Hui unveiled to the trustees the new website and the official logo of the library. All agreed it looked good and the website will be ready in January 2022. Motion was made to accept the newly designed logo by Pat Link and seconded by Linda Mansfield. Voted and approved.

## **New Business**

Book dedication for Coach Nick Delcalzo was repeated this month since he was not able to attend last month's meeting. He and his wife, Gloria, were present at the zoom meeting. Director Hui thanked him for his years of dedicated service to the community and wished him well in his retirement. The following two books are plated in his honor and will be house in the library –

- ❖ The Everything Kids' Football Book by Greg Jacobs
- ❖ The Brain on Youth Sports by Julie Stamm

Minimum Wage Increase. The board voted on a resolution to fix the salary and compensation of certain employees of the Library for year 2022. Motion made by Robert Bing and seconded by Lori Cintron. Voted on and approved unanimously.

Furniture for Youth Services Department. Director Hui brought forth a proposal for the purchase of new storage cabinets to house materials. The recommendation was to purchase (3) Joint Craft 25-compartment cubby with wheels and (1) mobile storage bench with 6 trays. Total cost - \$ 2,325.32. After much discussion, motion was made by Lori Cintron and seconded by Pat Link to go ahead and purchase items. Voted on and approved.

Public Portion--None

In attendance were:

Faith Armonaitis from TAPInto  
Coach Nick and Gloria Delcalzo  
Maureen Herman, Library Staff

No further business. A motion was made by John Baratta and seconded by Lori Cintron to adjourn. Voted on and approved. Meeting adjourned at 8:55 pm.

Next meeting is Tuesday, January 18, 2022 at 7:30 pm.

Respectfully submitted,  
Pat Link, Secretary