Meeting of the Board of Trustees  
Free Public Library of Hasbrouck Heights  
Minutes  
February 15, 2022

Present:

Marlene Verrastro, President  
Pat Link, Secretary  
Cindy Capozzi, Supt’s Alternate  
Lori Cintron  
Lizz Nuzzo  
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 7:40 pm.

Roll call was taken by Secretary Pat Link. President Verrastro welcomed everyone back. Meeting was held in person and via zoom. A total of 6 board members were present along with Friends Representative Micky Maschio and Council Liaison Josephine Ciocia.

Minutes of January 18, 2022 were read and approved. Motion was made by Lori Cintron and seconded by Lizz Nuzzo. Voted on and approved unanimously.

Motion to pay the bill certification for the month of February was made by Cindy Capozzi and seconded by Lori Cintron. Voted on and approved unanimously.

Motion to approve payroll certification sheets as presented for the following pay periods was made by Pat Link and seconded by Lizz Nuzzo.

➤ Pay Period 1/09/2022 - 1/22/2022
➤ Pay Period 1/23/2022 - 2/05/2022

Voted on and approved.

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:

• The current membership number of Friends is 67. Renewals are still being accepted. Board members were encouraged to join. Membership forms are located at the circulation desk.
• Library Scholarship packets are ready and will be going out to the HH High School shortly. Seniors who have volunteered at our library can apply at the HS Guidance Dept. or visit the library’s website for more details.
• Next Library Book & Jewelry Sale is being planned for early autumn. Residents can drop off their donations of books and jewelry during the last week of each month at the library. This way the committee has time to sort through everything and not feel overwhelmed.
• The Friends recently received a check for $1,033.26 from the book liquidating company that
was used for the leftover books from the Fall Book Sale. Congratulations to Lisa Traina and Director Hui for all of their work on getting this accomplished. It paid off in more dollars than expected.

- Next membership meeting will be during the day in March. Emails and phone calls will be made notifying members and residents.
- Wreath making committee hopes to hold a workshop in the coming weeks to start getting ready for another wreath drawing fundraiser. Check the library website and electronic board for upcoming information.
- Musical programs will be starring again in the Senior Center in March. The first one will be on March 19th. Be on the lookout for more details.

Committee Reports

Building – Pat Link, Committee Chair
Reported the library administration is monitoring the wet ceiling tiles caused by the recent winter storms of rain and snow. The DPW has been notified as needed.

Finance – Lori Cintron, Committee Chair
Reported the 2022 proposed budget was submitted to CFO David Sireci. Committee was told that the Mayor and Council will be meeting shortly to review each of the department’s requests. More details to follow when they become available.

Personnel – Lizz Nuzzo, Committee Chair
Read the resignation letter from staff member Oretta Brown. Motion to accept with regrets was made by Lizz Nuzzo and seconded by Lori Cintron. Voted on and approved.

Strategic Plan – Lori Cintron, Committee Chair
Reported a final draft copy of the strategic plan has been completed and will be voted on under new business. President Verrastro thanked Lori Cintron and the committee members, along with the Director, the library staff, and trustees for a job well done.

Fundraising – Jeanine Sickels, Committee Chair / No Report.

Reopening – Marlene Verrastro / No Report

Old Business

None.

New Business

Adoption of the Library Strategic Plan for 2022-2027. Motion was made by Lori Cintron and seconded by Pat Link. Voted on and approved unanimously. This document will be made available for the public to view online and a future presentation will be planned for the public to ask questions.

Upcoming Trustee Trainings. Flyer in board packet outlining opportunities to earn continuing education credits for the library board as a whole:
• Thriving Friends Groups: Connecting with Trustees, Directors, Library Staff and the Public
  Thursday, February 24 / 7 PM—8:30 PM

• New Jersey Library Trustee Association (NJLTA) - New Trustee Training via Zoom
  Saturday, February 26 / 10 AM—12:30 PM

• BCCLS Social Media Workshops for Friends Groups
  Part 1: The Basics – Tuesday, March 8 / 7 PM—9:30 PM
  Part 2: How library Staff Can Support the Friends – Wednesday, March 16 / 7 PM- 8:30 PM

**Public Portion** -- in attendance were:
Kathi Kelly, Library Staff
Faith Armonaitis, TAPInto

No further business. A motion was made by Lori Cintron and seconded by Lizz Nuzzo to adjourn. Voted on and approved. Meeting adjourned at 8:21 pm.

Next meeting is Tuesday, March 15, 2022 at 7:30 pm.

Respectfully submitted,
Pat Link, Secretary