Meeting of the Board of Trustees  
Free Public Library of Hasbrouck Heights  
Minutes  
September 20, 2022

Present:

Marlene Verrastro, President  
Pat Link, Secretary  
John Baratta  
Lizz Nuzzo  
Jeanine Sickels  
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 7:45 pm.

Roll call was taken by Secretary Pat Link. A total of 5 members were present along with Friends Representative Micky Maschio.

Minutes of June 21, 2022 were read and approved. Motion was made by John Baratta and seconded by Lizz Nuzzo. Voted on and approved.

Motion to pay the bill certification for the months of July, August, & September was made by John Baratta and seconded by Lizz Nuzzo. Voted on and approved.

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

➢ Pay Period 6/12/2022 – 6/25/2022
➢ Pay Period 6/26/2022 – 7/09/2022
➢ Pay Period 7/10/2022 – 7/23/2022
➢ Pay Period 7/24/2022 – 8/06/2022
➢ Pay Period 8/07/2022 – 8/20/2022
➢ Pay Period 8/21/2022 – 9/03/2022
➢ Pay Period 9/04/2022 – 9/17/2022

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 passing of a dear Friend of the Library, Cathy Biegel, who was the editor of the newsletter and handled the publicity for the friends for many years. She will be missed greatly!

The Book & Jewelry Sale was held this past weekend. It was a big success and netted the Friends a total of $5,075.15 in profit. She thanked the Director and her staff along with Friends officers and volunteers as well as other volunteers and HS school students for their hard work and time dedicated in making the event so successful.
The next Friends event is September 30, 2022 in the library. It is our 2nd Wreath Raffle event from 6:30 pm - 8:30 pm. Tickets can be purchased ahead of time at the Circ desk in the library or at the door. Price are -- $3 each ticket or 2 for $5, 4 for $10, 6 for $15 etc. Light refreshments will also be served.

On Saturday, October 1st there will be a Tea Social & Concert upstairs in the Library. Reservations are encouraged to attend. Event time is 1 pm – 2 pm.

Next Friend’s meeting is October 19, 2022 at 1 pm upstairs in large meeting room.

**Committee Reports**

**Building** – Pat Link, Committee Chair
Reported a roof leak by the window in the Youth Services Department Office. It’s being fixed. The Director will keep the board informed of the DPW progress.

**Finance** - Lori Cintron, Committee Chair was absent.
Committee member John Baratta discussed the salary resolution that will be voted on this evening under New Business. Statistical report in the packet was reviewed.

**Personnel** – Lizz Nuzzo, Committee Chair
Reported committee met with Finance committee. The following motion was made and seconded by Pat Link:

- Hire Alyssa Rivera as PT Library Intern on 7/26/2022 for 15 hrs/wk at $14/hr.
- Hire Jennifer Siletti as PT Library Assistant on 8/15/2022 for 15 hrs/wk at $14/hr.

Voted on and approved.

**Strategic Plan** – Lori Cintron, Committee Chair was absent.
Director Hui will be connecting with Chair for a future meet up.

**Events** - (formerly Fundraising Committee) Jeanine Sickels, Committee Chair -- No Report.

**Reopening Committee** – Marlene Verrastro, Committee Chair -- No Report.

**Old Business**

2022 Summer Reading Programs for Children, Teens and Adults were all great. Copies of these reports from the supervisors are in the packet for the trustees review.

2022 Summer Bash – Was a huge success! See board packet for details.

**New Business**

Library Salary Resolution was discussed. Motion was made by John Baratta and seconded by Lizz Nuzzo. Voted on and approved.

Phone System. Director Hui provided an update that she is working with the library’s current vendor to see what options there are to upgrade the phone system we have. A proposal was submitted for review for the Finance Committee to look at. They will need to meet and review the
information. Library will need to work out the cost. Director was informed that the borough was going to transition over to new phone system on Monday, October 3. More details to come.

Upcoming Trustee Training. New Jersey State Library will be sponsoring a virtual Trustee Institute on Saturday, October 8 from 9 am-4 pm. Free to attend. Topics include: EDI for Library Boards, Hiring Your Library Director, Censorship and Book Challenges, New Trustee Orientation, Writing Strategic and Capital Plans, and Library Law with Michael Cerone. Let Director Hui know if you are able to attend. Board needs 5.5 hours of continuing education credits to fulfill this year’s requirement. A total of 7 hours are needed each year.

Public Portion -- None

No further business. A motion was made by John Baratta to adjourn. Seconded by Lizz Nuzzo. Voted on approved. Meeting adjourned at 9:15 pm.

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

Respectfully submitted,
Pat Link, Secretary