

**Minutes
Regular Meeting of
The Northvale Library Board of Trustees
Wednesday, November 18, 2020
6:30 PM**

CALL THE MEETING TO ORDER –

STATEMENT -

President Staropoli called the meeting to order at 6:32 PM. The meeting was held entirely through the Zoom app so board members and members of the public could attend remotely.

STATEMENT -

President Staropoli read the “Sunshine Statement” into the record as follows:

“This is a Regular Meeting of the Northvale Library Board of Trustees. The date, time and location of this meeting has been advertised in the official Newspapers of the Borough, filed with the Borough Clerk and posted on the bulletin board in the Municipal Building. All notice requirements of the Open Public Meetings Act for this meeting have been fulfilled.”

SALUTE TO THE FLAG

President Staropoli asked all in attendance to rise and join her in a Salute to the Flag.

ROLL CALL –

Name	Present	Absent	
Ms. Banzaca	X		Via zoom
Mr. Kim		X	Via zoom
Mr. Honey	X		Via Zoom
Mr. Pinajian		X	
School librarian Ms. Nicolich		X	
Ms. Staropoli	X		Via Zoom
Mayor Marana/	X		Via Zoom
Councilman Tom Argiro	X		Via Zoom
Ms. McKeever	X		Via Zoom

Also in attendance Emily Pepe via Zoom.

APPROVAL OF MINUTES

Resolved to approve the minutes from the October 26, 2020 regular board meeting.

The minutes were adopted on a roll call vote as follows:

Name	ACTION	YES	NO	ABSENT	ABSTAIN
Ms. Banzaca		X			
Mr. Kim				X	
Mr. Honey	Second	X			
Mr. Pinajian				X	
Ms. Nicolich				X	
Ms. Staropoli	Motion	X			
Mayor Marana		X			
Mr. Argiro		X			
Ms. McKeever		X			

Resolved to approve the executive session minutes from the October 26, 2020 regular board meeting.

The minutes were adopted on a roll call vote as follows:

Name	ACTION	YES	NO	ABSENT	ABSTAIN
Ms. Banzaca	Motion	X			
Mr. Kim				X	
Mr. Honey		X			
Mr. Pinajian				X	
Ms. Nicolich				X	
Ms. Staropoli	Second	X			
Mayor Marana		X			
Mr. Argiro		X			
Ms. McKeever		X			

GENERAL DISCUSSION –

Emily shared that she is adjusting well with the added responsibilities and the library is running smoothly with the Covid restrictions in place.

DIRECTORS REPORT-

Program highlights and upcoming

- Fall Reading Challenge for all ages “10 to Try” is ongoing through November 30. Twenty six readers are participating! Thank you Friends of the Northvale Library for sponsoring local small business gift cards for this reading challenge! All are welcome to log any reading online at <https://northvalelibrary.beanstack.org/reader365>
- October Maker Mondays: 58 kits
- October Crafts Kits: 99 kits
- Storytime: 437 views
- October *Music with Miss Nita* - 119 views
- October *Magical Melodies* - 203 views
- October Teen Craft Kit: 4 kits

- Weekly *ESL Conversation* class for Adults on Zoom: 7-10 adults per week
- *Canvas Painting* for Adults on Zoom with Kari: 12 kits (November 10)
- Youth Services hosted a fun and artsy Community-Wide Pumpkin Decorating contest sponsored by Friends of the Library from 10/25-10/31. Congratulations to all the winners! The local Dunkin Donut gift cards were purchased by the Friends.

Administrative

- Library Cards: 1,811 patrons registered as of November 13, 2020.
- Audit for 2019 received from Wielkocz & Company on Nov. 10, 2020.
- Staff attended Fall Circulation meeting, BCCLS training for OCLC and Simply Reports in November.
- *Library State Aid check (from 2019) received on October 7 and deposited in amount of \$2,011. **Recommendation: library book carts from Demco with State Aid.*
- NJ State mandated minimum library funding for 2021 for Northvale: \$325,938
- *Proposed 2021 Library Budget attached for Board consideration*
- **Approve 2021 Holidays*
- **Recommendation: Northvale items remain fine free through 2/28/2021 (does not apply to lost or damaged items)*

Building

- Borough replaced boiler in basement 10/29/2020-11/2/2020

BCCLS

- BCCLS 72 hours quarantine of book drop returns and BCCLS deliveries remains the standard procedure for all BCCLS libraries.
- BCCLS System Council meets virtually on December 10

FRIENDS OF THE LIBRARY REPORT –

The friends will be providing prizes for the Library's winter reading program.

TREASURER'S REPORT-

In summary the Library is 16% under budget -- the bank balances are as follows:

Northvale Library account as of Oct 30th : \$120,835.56 (note; the final Quarterly contribution of \$25k from the boro was deposited today)

Northvale Capital expense account as of Oct 30th : \$91,907.70

Note: Balance of the due of the 2019 budget (\$15K) open

ROLL CALL VOTES-

Resolved to approve the claims list for November in the amount of \$3,822,52:

The resolution was adopted on a roll call vote as follows:

Name	ACTION	YES	NO	ABSENT	ABSTAIN
Ms. Banzaca	Second	X			
Mr. Kim				X	
Mr. Honey		X			
Mr. Pinajian				X	
Ms. Nicolich				X	
Ms. Staropoli	Motion	X			
Mayor Marana		X			
Mr. Argiro		X			
Ms. McKeever		X			

Resolved to approve petty cash in the amount of \$75.

The resolution was adopted on a roll call vote as follows:

Name	ACTION	YES	NO	ABSENT	ABSTAIN
Ms. Banzaca		X			
Mr. Kim		X			
Mr. Honey		X			
Mr. Pinajian				X	
Ms. Nicolich		X			
Ms. Staropoli	motions	X			
Mayor Marana	Second				
Mr. Argiro		X			
Ms. McKeever		X			

Resolved to approve using the 2019 state aid check in the amount of \$2,011 for library book carts:

The resolution was adopted on a roll call vote as follows:

Name	ACTION	YES	NO	ABSENT	ABSTAIN
Ms. Banzaca		X			
Mr. Kim				X	
Mr. Honey		X			
Mr. Pinajian				X	
Ms. Nicolich		X		X	
Ms. Staropoli	second	X			
Mayor Marana	Motion	X			
Mr. Argiro		X			
Ms. McKeever		X			

Resolved to approve the 2021 Library Holiday schedule:
 The resolution was adopted on a roll call vote as follows:

Name	ACTION	YES	NO	ABSENT	ABSTAIN
Ms. Banzaca	Second	X			
Mr. Kim				X	
Mr. Honey		X			
Mr. Pinajian				X	
Ms. Nicolich				X	
Ms. Staropoli	Motion	X			
Mayor Marana		X			
Mr. Argiro		X			
Ms. McKeever		X			

Resolved to approve the library to stay fine free through 2/28/21.
 The resolution was adopted on a roll call vote as follows:

Name	ACTION	YES	NO	ABSENT	ABSTAIN
Ms. Banzaca		X			
Mr. Kim				X	
Mr. Honey		X			
Mr. Pinajian				X	
Ms. Nicolich				X	
Ms. Staropoli	Motion	X			
Mayor Marana	second	X			
Mr. Argiro		X			
Ms. McKeever		X			

HEARING OF THE PUBLIC –

The meeting was opened to the public at 6:52 PM. With no one from the public speaking the meeting was closed to the public at 6:52 PM.

ADJOURNMENT

On motion made by Tina Staropoli and seconded by Melissa Banzaca, the board, with all present being in favor, **voted to adjourn at 6:56 PM**

Respectfully submitted
 Melissa Banzaca, Secretary