

**Minutes
Regular Meeting of
The Northvale Library Board of Trustees
Wednesday May 28th, 2025
6:30 PM**

CALL THE MEETING TO ORDER –

STATEMENT -

President Staropoli called the meeting to order at 6:35PM in the Northvale Public Library located at 116 Paris Avenue, Northvale, New Jersey 07647.

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		
Ms. Lucas		X	
Mr. Honey	X		
Mr. Pinajian School librarian Ms. Nicolich	x		
Ms. Staropoli	X		
Mayor McGuire/ Councilwoman Fernandez		X	
Ms. McKeever	X		

Also in attendance: Director Magielnicki

APPROVAL OF MINUTES

Resolved to approve the minutes from the April 23rd, 2025 regular board meeting.

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

Name	ACTION	YES	NO	ABSENT	ABSTAIN
Ms. Banzaca		X			
Ms. Lucas				X	
Mr. Honey	Second	X			
Mr. Pinajian Ms. Nicolich		X			
Ms. Staropoli		X			
Mayor McGuire Ms. Fernandez				X	
Ms. McKeever	Motion	X			

GENERAL DISCUSSION –

Director Magielnicki was able to get information on the window repairs from MC Glass. It looks like 11 windows may need to be repaired or replaced. She is going to reach back out to confirm the full estimates for repairing or replacing top and bottom windows for the 11. She is also going to try and get additional estimates but is having difficulty getting quotes back from other suppliers.

Director's Report

Administrative:

- Library Cards: 1,909 registered Northvale Library cardholders as of May 1st. 8 new cards were made in the month of April.

Building:

- MC Glass and Windows from Hawthorne got back to me to tell us that the wire mesh windows are no longer up to code. We can either go with the 60min or 90min fire rated window that we need to replace. Chuck Thomas spoke to the Fire Inspector and he said the 1 hour rated should be sufficient. MC Glass will get back to us with the cost of the window but he ranges it between \$1,500-\$1,600 and we are going to want 2 so that the window matches. He also reminded me that his original quote was to replace the balances of the bottom windows only. If the cost is double of \$5,335 and if the window replacement is at the highest cost of \$1,600, that would put us at around \$13,870. Mario is going to get back to us with an estimate for that so that we are looking at the correct numbers.

Training:

- I want to cross train someone else with bookkeeping in case bookkeeper is out unexpectedly. She is currently the only person that knows how to do it.

Mission and Vision Statement:

- I was looking over our mission statement and I think that it should be updated. I will present a new one and we can make changes as we see fit.
- I currently cannot find a vision statement for the library. I will work on that as well.

Summer Reading/10 Year Celebration:

- Cesar the Magician will be performing for the children at 11AM and the cover band, Frank and Beans will be playing at noon. Emily and I placed a donation request from ShopRite for water, juice, fruit, and chips. Caitlin, the ShopRite Dietitian, is getting us free samples from some of her vendors.

Memorial Day Parade:

- The Library and Friends are registered to walk during the Memorial Day Parade. Line up is at 10:30AM at the Northvale Public School. Parade starts at 11AM. Emily and I would love to have some of you walk with us.

April Program Highlights:

- Craft Hour: 67
- Toddler Time: 54
- Story Time: 45
- Tween Craft: 0
- Kid's Book Club: 2
- Korean Book Club: 6
- Evening Book Club: 3
- Painting with Kari: 11
- ESL: 11
- Teen Dungeons and Dragons: 6
- Ms. Nita: 92
- Social Work Intern: 3
- Movie Matinee: 2
- Kids Snack Class: 6
- Needle Felting: 4

Upcoming Programs/Ideas

- Juvenile: Crafts
- Juvenile: Toddler Time
- Juvenile: Preschool Story Time
- Juvenile: Story Time
- Juvenile: Tween Craft
- Juvenile: Book Club
- Juvenile: Homework Help
- Juvenile: Dungeons and Dragons
- Family: Family Puzzle Night
- Family: 10 Year Celebration
- Adult: Korean Book Club
- Adult: Evening Book Club
- Adult: Canvas Painting with Kari
- Adult: ESL class
- Adult: Arts & Crafts
- Adult: Movie Matinee
- Adult: Shoprite Dietitian
- Adult: Jack the Ripper Presentation-Halloween
- Adult: Needle Felting

Friends of the Library Report

N/A

Treasurer's Report

In summary, the report indicates the Library is 6% under budget through the first five months of 2025.

Bank Balances as of the end of April 2025 are as follows:

Library Operating Expense account: \$59,262.57

Library Capital Expense account : \$111,476.05

Agenda Review notes:

- * Budget vs Actual report -- wages and salaries are actual through end of May
- * Review for approval the Quote from MC Glass & Window
- * Kearney Bank has offered a Business tiered Money Market account (with unlimited check writing) at 3% APY with a Min balance of \$50k (interest rates subject to change after account is opened) -- update pending reply from Kearney Bank

ROLL CALL VOTES-

Resolved to approve the regular claims list for May in the amount of \$5,429.42.

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

Name	ACTION	YES	NO	ABSENT	ABSTAIN
Ms. Banzaca	Motion	X			
Ms. Lucas				X	
Mr. Honey		X			
Mr. Pinajian Ms. Nicolich		X			
Ms. Staropoli	Second	X			
Mayor McGuire Ms. Fernandez				X	
Ms. McKeever		X			

Resolved to approve starting window repairs and replacements up to \$16,500 pending proper documentation and insurance verification.

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

Name	ACTION	YES	NO	ABSENT	ABSTAIN
Ms. Banzaca		X			
Ms. Lucas				X	
Mr. Honey		X			
Mr. Pinajian Ms. Nicolich		X			
Ms. Staropoli	Motion	X			
Mayor McGuire Ms. Fernandez				X	
Ms. McKeever	Second	X			

HEARING OF THE PUBLIC –

The meeting was opened to the public at 7:41 PM. With no one from the public addressing the meeting the public meeting portion was closed at 7:41.

ADJOURNMENT

On motion made by Tina Staropoli and seconded by Melissa Banzaca, the board, with all present being in favor, **voted to adjourn at 7:42 PM.**

Respectfully submitted
Melissa Banzaca, Secretary