

**Minutes
Regular Meeting of
The Northvale Library Board of Trustees
Wednesday, September 28th, 2022
6:30 PM**

CALL THE MEETING TO ORDER –

STATEMENT -

President Staropoli called the meeting to order at 6:31 PM 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 Marana/ Councilman Tom Argiro		X	
Ms. McKeever		X	

Also in attendance: Director Zaccaria & Kathy Brunet.

APPROVAL OF MINUTES

Resolved to approve the minutes from the August 24th, 2022 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	Second	X				
Mr. Honey		X				
Mr. Pinajian Ms. Nicolich				X		
Ms. Staropoli	Motion	X				
Mayor Marana Mr. Argiro				X		
Ms. McKeever				X		

GENERAL DISCUSSION –

Construction is underway for the library renovation project. A visual inspection of materials in the walls led the construction team to believe there might be asbestos. The materials will need to be tested before further removal of walls continues. Extra keys were made for access during renovation and blue bins stationed for circulation.

DIRECTORS REPORT -

Administrative

- Library Cards: 2,050 patrons registered as of September 19, 2022. 30 new library cards since March's report. September is Library Card Sign up Month.

Building

- The DPW came and moved all the furniture and shelving out of the Children's Room and into the other two rooms. We still have access to three computers and three tables set up in the nonfiction room. Tables for indoor book drop are in place in the foyer of the side entrance and the Preschool has been updated on the changes of dates and the signage. As of today's date, the Children's room is cleared and ready for renovation.
- I spoke to Kari Sedano about painting a new mural for the Children's Room as part of our renovation. She said and her husband can do whatever we desire. If the board approves, I can obtain some pricing and some samples for consideration at the next meeting.

Strategic Plan

- The next phases of the strategic planning is to begin on Saturday, 10/1. I have updated the website to reflect the changes so that the public is aware of the directions for entering the building and returning books. I have picked up the signs from Oak Tree Printing for the exterior and have in-house signs for the lobby for returning books inside the side (Preschool entrance). The colors of the carpet, flooring and fireplace flooring have all been chosen and the vendor and builders have been apprised. We are ready for the construction to begin. Story time is taking place outside for the remaining months, but other children's programs are being held inside. The mayor has agreed to allow us use of the Senior Center for upcoming larger children's events like the Halloween Festivities on October 28 at 3:30 p.m.

- The Friends section on our website has been updated to include easy access to their social media. The Friends have great fundraising events planned for the fall and winter. The Halloween Dog Parade is featured on our Website as a just a click on to register.

BCCLS

- I will be in attending upcoming Systems Council Meeting on 9/29/22.

August Program highlights

- Juvenile Summer Reading Crafts: 63 ● Juvenile Jewelry Making: 8 ● Juvenile Music with Miss Nita: 24 ● Juvenile Coding with Joe Seo: 10 ● Adult Korean Book Club: 5 ● Adult Afternoon Book Club: 5 ● Adult Canvas Painting with Kari: 12 ● Adult Crafting with Pam: 10

Upcoming October Programs/Ideas

- Juvenile Drop in Crafts: Wednesdays ● Juvenile: Learning Python with Joe Seo: Wednesdays
- Juvenile: Music with Miss Nita, 10/7 and 10/21 ● Juvenile: Shop Rite Dietician: 10/11 ● Halloween Festivities with the Northvale School: 10/28 ● Adult Crafting with Pam: 10/13 ● Adult Korean Book Club: 10/11 ● Adult Afternoon Book Club: 10/31 ● Adult Canvas Painting with Kari: 10/18

Friends of the Library Report

10/22 the Best in Show dog Halloween parade will take place at Hogans field from 1-3. Up next is the Growler and Gill fundraiser on 12/4 and holiday gift wrapping with books & greetings and at the library.

Treasurer's Report

Joe Luppino is the new borough CFO. He is getting up and running and will provide the updated budget numbers within the next week.

Without exact numbers the budget looks to be under in expenses and even when including wages & salaries. The 3rd Quarter payment from the borough was received.

Northvale Library Operating Expense account : \$87,604.00

Northvale Library Capital Expense account: \$254,294.00

ROLL CALL VOTES-

Resolved to approve the capital account claims list for September in the amount of \$3,117.27:

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	Second	X			
Mr. Pinajian Ms. Nicolich				X	
Ms. Staropoli		X			
Mayor Marana Mr. Argiro				X	
Ms. McKeever	Motion			X	

Resolved to approve pricing out materials and generate ideas for a mural in the Children’s Room.

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	Motion	X			
Mayor Marana Mr. Argiro				X	
Ms. McKeever				X	

HEARING OF THE PUBLIC –

The meeting was opened to the public at 6:52 pm. Kathy Brunet (417 Crest Drive) inquired when the 2023 budget would be generated. The board advised the budget would be ready to review by December 2022. She also informed the board that Sarah Lucero from St. Anthony’s Church reached out and wanted to see if the library could provide projects that would contribute towards the confirmation classes volunteer hours.

The board the meeting was closed to the public at 6:55.

ADJOURNMENT

On motion made by Tina Staropoli and seconded by Maria Lucas, the board, with all present being in favor, **voted to adjourn at 6:55 PM**

Respectfully submitted

Melissa Banzaca, Secretary