

MINUTES
Regular Meeting of
The Northvale Library Board of Trustees
Wednesday, September 27, 2017
6:30 PM

CALL THE MEETING TO ORDER –

Vice President Devlin called the meeting to order at 6:32 PM in the Northvale Public Library located at 116 Paris Avenue, Northvale, New Jersey 07647.

STATEMENT –

Vice President Devlin stated

“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 –

Vice President Devlin asked all in attendance to rise and join him in a Salute to the Flag.

ROLL CALL –

Name	Present	Absent
Ms. Banzaca	X	
Mr. Devlin	X	
Mr. Honey		X
Mr. Pinajian	X	
School librarian Ms. Nicolich		X
Ms. Staropoli		X
Mayor Piehler/ Council woman Toni Macchio	X	X
Mr. Porschen		X

Also in attendance was Director Paul Shaver

APPROVAL OF MINUTES

Resolved to approve the minutes from the August 23, 2017 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. Devlin	second	X			
Mr. Honey				X	
Mr. Pinajian		X			
Ms. Nicolich				X	
Ms. Staropoli				X	
Mayor Piehler				X	
Ms. Macchio		X			
Mr. Porschen				X	

GENERAL DISCUSSION –

Director Shaver walked the board through the BCCLS trustee online education portal. There are many sections with informative topics.

Director's Report

Personnel:

Emily will be coming back earlier than expected. Her return date will be October 16th. Vicky's last day will be October 14th and has found a full time position. We wish her well.

Programming: August

Program Attendance Summary					
Event/Program	Date or Month	Children	Teens	Adults	Total
Healthy Snacks	8/1/2017	0	3	0	3
Robotics	8/1/2017	0	10	4	14
Healthy Eating for Adults	8/10/2017	0	0	6	6
Community Story Time	8/2/2017	0	0	0	0
All Around the World	8/2/2017	0	0	0	0
String Art Part 1	8/2/2017	0	0	3	3
Reading Buddies	8/3/2017	2	1	0	3
Pajama Story Time	8/3/2017	2	0	2	4
String Art Part 2	8/3/2017	0	0	3	3
Kidz Coloring Club	8/4/2017	0	0	0	0
Northvale's Reading	8/22/2017	0	0	4	4
Who Was Club	8/7/2017	0	1	0	1

Story Time	8/7/2017	0	0	0	0
SRC Wrap-up Party	8/8/2017	1	3	3	7
Pajama Story Time	8/10/2017	4	0	2	6
Read to a Dog	8/10/2017	3	0	0	3
Kidz Coloring Club	8/11/2017	0	0	0	0
Ya Lit Club	8/14/2017	0	1	0	1
Snap Circuits	8/15/2017	8	0	0	8
Story Time	8/16/2017	2	0	0	2
DIY Fruit Fan	8/17/2017	0	0	0	0
Pajama Story Time	8/17/2017	2	0	0	2
Kidz Coloring Club	8/18/2017	0	0	0	0
Gaming Tournament	8/18/2017	0	4	0	4
Books & Bites	8/21/2017	0	1	0	1
Raspberry Pi	8/22/2017	4	0	0	4
Story Time	8/23/2017	2	0	0	2
Pajama Story Time	8/24/2017	2	0	0	2
Read to a Dog	8/24/2017	2	0	0	2
Kidz Coloring Club	8/25/2017	0	0	0	0
Back to School	8/28/2017	4	0	3	7
Story Time	8/30/2017	0	0	0	0
Pajama Story Time	8/31/2017	3	0	2	5
Total		40	24	32	96

August Monthly Circulation Report – 2,624 total checkouts/renewals.

Administrative:

14 New cards since August. 1,412 total patrons as of 9/18/17.

Circuit breaker project labeled and complete.

AC was purchased and installed.

BCCLS:

The BCCLS director has resigned. An extensive search is being done and could take 6-8 months to find a good candidate.

BCCLS 2018 calendar proposed.

Hoopla service discontinued and Paul suggested a solution for Northvale to continue using this service.

Kindle Fire 7s

Paul created a Kindle Fire lending form. Books will continually be loaded to the Kindles.

Friends of the Library Report

Friends meetings have moved to Mondays. They discussed e-mailing membership renewal forms instead of hard copy mail.

Upcoming fundraisers include a Lord&Taylor discount coupon. Purchase for \$5 and get an extra discount on a specific day. For November the friends are looking to do a pie fundraiser which will have items delivered in time for Thanksgiving. December 3rd there will be another Growler & Gill fundraiser. The friends have applied for a grant for \$2,000 that will allow them to donate a 3D printer.

The June book sale had a low attendance and there is discussion to maybe have it every other year instead.

ROLL CALL VOTES –

Resolved to approve the claims list for the month of August in the amount of \$8101.49.

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

Name	ACTION	YES	NO	ABSENT	ABSTAIN
Ms. Banzaca		X			
Mr. Devlin	second	X			
Mr. Honey				X	
Mr. Pinajian	Motion	X			
Ms. Nicolich				X	
Ms. Staropoli				X	
Mayor Piehler				X	
Ms. Macchio		X			
Mr. Porschen				X	

Resolved to approve the replenishment of the petty cash for \$75

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

Name	ACTION	YES	NO	ABSENT	ABSTAIN
Ms. Banzaca		X			
Mr. Devlin		X			
Mr. Honey				X	
Mr. Pinajian	Motion	X			
Ms. Nicolich				X	
Ms. Staropoli				X	
Mayor Piehler				X	
Ms. Macchio	second	X			
Mr. Porschen				X	

Resolved to approve the monthly purchase of HOOPLA at \$150 a month to continue e-circulation.

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

Name	ACTION	YES	NO	ABSENT	ABSTAIN
Ms. Banzaca		X			
Mr. Devlin	motion	X			
Mr. Honey				X	
Mr. Pinajian	second	X			
Ms. Nicolich				X	
Ms. Staropoli				X	
Mayor Piehler				X	
Ms. Macchio		X			
Mr. Porschen				X	

Resolved to approve the 2018 Holiday Calendar.

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

Name	ACTION	YES	NO	ABSENT	ABSTAIN
Ms. Banzaca		X			
Mr. Devlin	motion	X			
Mr. Honey				X	
Mr. Pinajian		X			
Ms. Nicolich				X	
Ms. Staropoli				X	
Mayor Piehler				X	
Ms. Macchio	second	X			
Mr. Porschen				X	

Resolved to approve the Kindle Lending Form.

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

Name	ACTION	YES	NO	ABSENT	ABSTAIN
Ms. Banzaca		X			
Mr. Devlin	motion	X			
Mr. Honey				X	
Mr. Pinajian		X			
Ms. Nicolich				X	
Ms. Staropoli				X	
Mayor Piehler				X	
Ms. Macchio	second	X			
Mr. Porschen				X	

HEARING OF THE PUBLIC –

Vice President Devlin opened the meeting to the public at 7:12 PM

With no one addressing the board, Vice President Devlin declared the public comment portion of the meeting closed.

ADJOURNMENT

On motion made by Vice President Devlin and seconded by Ms. Banzaca, the board, with all present being in favor, **voted to adjourn at 7:12 PM.**

Respectfully submitted

Tina Staropoli, Secretary
And Melissa Banzaca