

**Minutes
Regular Meeting of
The Northvale Library Board of Trustees
Wednesday August 27th, 2025
6:30 PM**

CALL THE MEETING TO ORDER –

STATEMENT -

President Staropoli called the meeting to order at 6:32 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 McGuire/ Councilwoman Fernandez	X X		
Ms. McKeever		X	

Also in attendance: Director Magielnicki

APPROVAL OF MINUTES

Resolved to approve the minutes from the July 23rd, 2025 regular board meeting.
The minutes were adopted on a roll call vote as follows:

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

GENERAL DISCUSSION –

There has been enough usage and information from other libraries and municipalities that the director feels switching internet providers is a good move. We'll continue to work with the new provider to implement the change when feasible.

Mayor McGuire mentioned there is a girl scout looking for a Gold Award project. He will mention the library's need for organizing the library's offering of cake pans and games into a visual format patrons can view.

Director's Report

Administrative:

- 1,957 registered Northvale Library cardholders as of August 1st. 19 new cards were made in the month of July.

Building:

- Mario from MC Glass is still waiting on part to be delivered.
- Called and left a voicemail with PT Electric again. Called Ed's Electric and they are too busy right now. Followed up with Pesh-E-Electic to say that we are interested in moving forward with the ceiling fans.
- There is a drip from the roof onto the middle of our ramp. It isn't a problem right now but in the winter it will cause an ice patch again.

Rockleigh Jewish Home:

- A volunteer from the Rockleigh Jewish Home reached out to me about getting library cards for their residents. He wants them to be able to use Libby and Hoopla since they are homebound.

Police Report:

- I filed a police report on Monday, August 18th because there was a man on the public computer watching indecent videos. I looked over our policies and I think we might need to add new verbiage about computer use and revoking that privilege and/or asking to leave the building. The board agreed that we can make the policy more detailed and clear. The board will put a resolution in the month's minutes to approve updating the internet usage policy.

Summer Reading:

● Summer Reading was a success. We had 49 people at the Children's End of Summer Reading Pizza Party. 87 Children registered for the summer reading program and 40 of them completed it. 55 Adults registered for the program and 24 people handed in their reading logs. The Friends of the Library sponsored the party and the prizes.

QuickBooks:

- We bought the online desktop license

July Program Highlights:

- Craft Hour: 120
- Toddler Time: 52
- Korean Book Club: 4
- Evening Book Club: 3
- Painting with Kari: 11
- ESL: 11
- Teen Dungeons and Dragons: 2
- Ms. Nita: 67
- Social Work Intern: 6
- Movie Matinee: 1
- Kids Snack Class: 13
- Adult Arts & Crafts: 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
- 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: Crocheting
- Adult: Wine Glass Painting
- Adult: Pinecone Wreaths
- Adult: DIY Kimbap

Friends of the Library Report

N/A

Treasurer's Report

In summary, the report indicates the Library is 10% under budget through the first seven months of 2025 (same as prior month)

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

Library Operating Expense account: \$ 72,575.30

Library Capital Expense account : \$111,613.61

Agenda Review notes:

- * Budget vs Actual report -- wages and salaries are actual through end of July estimated for August
- * Review -- budget vs actual for Books Media Programs is at 37 % of budget
- * Review status of windows (MC Glass & Window) & Ceiling fans (PT Electric) for budgeting purposes
- * Capital Expense account was transferred to a Business tiered Money Market account on July 2, 2025 --as of July 31st the account earned \$271.28 -- ref offer (with unlimited check writing) at 3% APY with a Min balance of \$50k (interest rates subject to change after account is opened) --
- * The new account is listed as "Northvale Municipal Library" -- I will contact the Bank to add "Capital Expense Account" to the account name --
- * Note: Kearny Bank Northvale Branch will be closing in October 10th -- Accounts will be serviced at the Old Tappan Branch

ROLL CALL VOTES-

Resolved to approve the regular claims list for August in the amount of \$4,289.57.

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		X			
Ms. Nicolich					
Ms. Staropoli	Motion	X			
Mayor McGuire	Second	X			
Ms. Fernandez					
Ms. McKeever				X	

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

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	Motion	X			
Mayor McGuire Ms. Fernandez		X			
Ms. McKeever				X	

Resolved to approve updating the internet usage policy.
The resolution was adopted on a roll call vote as follows:

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

HEARING OF THE PUBLIC –

The meeting was opened to the public at 7:24 PM. With no one from the public addressing the meeting the public meeting portion was closed at 7:24.

ADJOURNMENT

On motion made by Tina Staropoli and seconded by Melissa Banzaca, the board, with all present being in favor, **voted to adjourn at 7:26 PM.**

Respectfully submitted
Melissa Banzaca, Secretary