

**MINUTES**  
**Regular Meeting of**  
**The Northvale Library Board of Trustees**  
**Wednesday, August 23, 2017**  
**6:30 PM**

**CALL THE MEETING TO ORDER –**

Vice President Devlin called the meeting to order at 6:30 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 –**

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

Also in attendance was Director Paul Shaver

## APPROVAL OF MINUTES

Resolved to approve the minutes from the July 26, 2017 regular board meeting

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

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

## GENERAL DISCUSSION –

Director Shaver has been working with the Friends of the Library to write a Grant proposal for a 3D Printer.

Director Shaver would like to begin staff yearly evaluations in December.

## Director's Report

Programming: July

Adult

- Northvale's Reading Book Club - 1 session; 4 in attendance
- Healthy Eating for Adults – 1 session in July; 3 in attendance (6 for August session)
- String Art for Adults - 2 session; 3 total attendees
- Where was the room where it happened? – 1 session, 8 in attendance

STEM, etc.

- Our STEM programs (Robotics, Snap Circuit Electronics, and Raspberry Pi Coding) have been full (between eight and fifteen students per class). We will continue to do all three programs monthly.
- We have two art programs planned for September, one for youth (mixed media) taught by ArtisticallyAble, based in Mahwah, and one for adults (canvas painting) given by Kari Sedano of Northvale.
- In preparation for future biology and plant growing programs for youth, we've purchased a venus fly trap, seeds, and a few more exotic plants (e.g. rope plant, goldfish plant).
- Looking ahead, we have a 'Build Your Own Catapult' classic mechanics program planned for October 12th, 4:30 pm - 5:30 pm (8<sup>th</sup> -12<sup>th</sup> grade students) and another Outragehiss Pets Event on October 20th, 3:30 - 4:15 pm.

## Juvenile

Event/Program	Date	Children	Tweens/Teens	Adults	Notes
Reading Buddies	7/3/17	3	2	2	
Who Was Club	7/3/17	2	0	1	
Northvale Camp	7/5/17	70	10	4	
Community Story Time	7/5/17	5	0	4	
Catapults	7/5/17	4	0	2	
Reading Buddies	7/6/17	2	2	1	
Pajama Story Time	7/6/17	4	0	3	
Kidz Coloring Club	7/7/17	5	1	4	
Sole @ Home	7/7/17	2	0	1	
Northvale Camp	7/10/17	<b>Canceled</b>			
Author Visit	7/11/2017	0	0	0	
Sciencetellers	7/11/17	10	0	3	
Northvale Camp	7/12/17	<b>Canceled</b>			
Pajama Story Time	7/20/17	1	0	1	
Gaming Tournament	7/21/17	0	3	3	
Reading Buddies	7/24/17	5	0	2	
Books & Bites	7/24/17	1	0	0	
Magical Melodies	7/26/17	4	0	2	
DIY Kaleidoscopes	7/26/17	0	0	0	
Reading Buddies	7/27/17	4	1	0	
Robotics	7/27/17	0	8	0	
Pajama Story Time	7/27/17	5	0	0	
Read to dog	7/27/17	3	0	0	
Kidz Coloring Club	7/28/17	3	0	0	
Reading Buddies	7/31/17	2	1	0	
	<b>Total</b>	135	28	33	

## Facility

- Bill will come in on Saturday, September 9 or Friday, September 8 to fill out the labels on the Circuit Breaker panels.
- Fran has assured me that DPW will work on the bookdrop ASAP.
- The AC in the adult fiction room is on its last legs. We should consider purchasing a new one.

- The two tables in the nonfiction room cost the library \$1635.60 combined. I spoke with Library Interiors and they can get us the same tables for that price within six to eight weeks of submitting the purchase order. Would the Board authorize purchase of those two tables for that amount?
- All closets have been cleaned out and reorganized to allow staff to use them effectively and move back and forth in them.

July Monthly Circulation Report - Circulation was up 10% (about 300 check outs) comparing July 2016 to July 2017.

**ROLL CALL VOTES –**

Resolved to approve the claims list for the month of August in the amount of \$5286.60.

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

<b>Name</b>	<b>ACTION</b>	<b>YES</b>	<b>NO</b>	<b>ABSENT</b>	<b>ABSTAIN</b>
Ms. Banzaca		X			
Mr. Devlin	second	X			
Mr. Honey		X			
Mr. Pinajian Ms. Nicolich				X	
Ms. Staropoli	motion	X			
Mayor Piehler 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:

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

Resolved to approve the purchase of two folding tables in the amount of \$1635.60 instead of the \$1000 approval from last month.

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

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

Resolved to approve the purchase of a new air conditioner in the amount of up to \$650.00 to include installation and delivery

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

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

**Trustee Continuing Education:**

15 minutes guided by New Jersey Library Construction Bond Act Local Finance Note 2013-17

## **HEARING OF THE PUBLIC –**

Vice President Devlin opened the meeting to the public at 6:56 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 6:57 PM.**

Respectfully submitted

Tina Staropoli, Secretary