

MINUTES
Regular Meeting of
The Northvale Library Board of Trustees
Wednesday, July 22, 2015
6:30 PM

CALL THE MEETING TO ORDER –

President Porschen called the meeting to order at 6:30 PM in the conference room on the 2nd floor of the borough hall located at 116 Paris Avenue, Northvale, New Jersey 07647.

STATEMENT -

President Porschen 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 –

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

ROLL CALL –

Name	Present	Absent
Mr. DeLisio		X
Mr. Devlin		X
Mr. Honey	X	
Mr. Pinajian		X
Ms. Staropoli	X	
Mayor Piehler	X	
Mr. Porschen	X	

Also in attendance was Library Director Ellen O’Keefe

ROLL CALL VOTE –

Minutes of the regular meeting of June 24, 2015 were approved on roll call vote as follows.

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

GENERAL DISCUSSION –

In a general discussion on budget issues, it was noted that we are over our estimated total for attorney fees. It was agreed upon that we will not have our attorney come to the board meetings each month unless a need arises.

Our summer reading program is going very well. We have 15 programs and have had approximately 75 children and 24 adults attend the programs. 68 children, including 18 teens, have registered for the summer reading program.

On August 6th at 1:30 we will hold a summer reading party for all ages including face painting, balloon animals, and an appearance by Batman. The Friends of the Northvale Library are sponsoring it. Thank you FRIENDS!

Director O’Keefe stated that she purchased \$5300 worth of Microsoft office software for the mac and the BCCLS PC’s for only \$200.

Also discussed was the possibility of bringing back the bills and payments in house instead of going through the borough. We would still like to keep payroll through the borough. We could train an existing employee on quickbooks as a book keeper. This will enable the paying of bills to be done in a more timely fashion. It seems like a lot of our bills are not getting paid on time with the current procedure.

ROLL CALL VOTES –

Resolved to approve the claims list of invoices totaling \$4,245.49 for this past month

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

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

Resolved to adopt the **BYLAWS** for The Northvale Public Library

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

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

Resolved to adopt The Northvale Public Library **Personnel Policies**

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

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

Resolved to approve \$2500 a month till the end of the year for collection development and programs.

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

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

Resolved to approve the reimbursement for \$55.44 to Marisa Hall for summer reading supplies.

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

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

Resolved to approve the reimbursement for \$382.25 to Ellen O’Keefe for library supplies and software.

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

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

HEARING OF THE PUBLIC –

President Porchen opened the meeting to the public at 7:11 PM

Public Comment

No one addressed the board and President Proschen declared the public comment portion of the meeting closed.

ADJOURNMENT

On motion made by Ms. Staropoli and seconded by Mr. Porschen, the board, with all present being in favor, **voted to adjourn at 7:20 PM**

Respectfully submitted

Tina Staropoli, Secretary