

**Minutes  
Regular Meeting of  
The Northvale Library Board of Trustees  
Wednesday May 31<sup>st</sup>, 2023  
6:30 PM**

**CALL THE MEETING TO ORDER –**

**STATEMENT -**

President Staropoli called the meeting to order at 6:34 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 –**

<b>Name</b>	<b>Present</b>	<b>Absent</b>	
Ms. Banzaca	X		
Ms. Lucas	X		
Mr. Honey	X		
Mr. Pinajian School librarian Ms. Nicolich		X	
Ms. Staropoli	X		
Mayor McGuire/ Councilman Tom Argiro	X		
Ms. McKeever	X		

Also in attendance: Steve Jackson and Director Magielnicki

## APPROVAL OF MINUTES

Resolved to approve the minutes from the April 26<sup>th</sup>, 2023, 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		X			
Mayor McGuire Mr. Argiro		X			
Ms. McKeever	Motion	X			

## GENERAL DISCUSSION –

Director Magielnicki filled in the board on items she had addressed with the contractors such as alternatives to be able to reach the thermostat and possible re-arrangement of electrical appliances. This is due to positioning of counters during construction.

## DIRECTORS REPORT -

### Administrative:

- Library Cards: **2,107** patrons registered as of May 1, 2023. **2** new library cards since April's report.

### Building:

- The contractors added two new phone jacks for the circ and children's desk. The electrician ran the lines to the basement but he would not plug into anything. BCCLS I.T. came out to look at it and since it isn't VoIP, they couldn't figure out where they were going. I called Verizon and they sent someone out twice and both technicians said that we need to call a telecom company. It appears that the company that originally set up the library's phone lines is no longer in business. WMB Communications from Harrington Park is going to come out on either May 30 or May 31, 2023 to take a look at our phone lines.
- There are a few concerns with the new construction in the back office and the programming room. The heaters are underneath the countertops and we will have to go underneath to turn them on and there are no slats for the heat to come through. The windows in the programming room cannot be opened unless you hop up onto the countertops because they are too wide to be able to reach the windows.
- The adult nonfiction room and the adult fiction room have the old ceiling tiles. Can we get tiles to match the new ones?
- Looking to get a new bulletin board because our old one is starting to fall apart. We have been looking at ones that match the Friends board and they are about \$300 on Amazon.

## **Strategic Plan:**

- Phase II of the construction project is coming along quickly. The plastic walls are down and the sheetrock and countertops are in. The Contractors need to finish up with some touch up paint and some electrical work.
- While the electrician was working on the power for the air conditioning, he found out that the computer server and AC were running on the same fuse. A proposed change order might be coming through so that they are running on their own separate lines and we aren't blowing fuses.
- [Tina Lanciotti](#), a 5th grade English teacher at Northvale, reached out to me about creating a mindfulness day here at the library. Tina is the PRIDE Community chairperson at the school and she receives grants to create these types of activities. We also spoke about getting a table at the back to school nights to sign students and parents up for library cards.

## **BCCLS:**

- Attended BCCLS Member Services Meeting on May 10th. We spoke about our mixer at the River Edge Library for May 19th and about our upcoming virtual meetups.
- Attended the Member Services Mixer at the River Edge Library on May 19th. A lot of people showed up and we had food, BYOB, and 90's trivia. It was a great way to relax and hang out with colleagues.
- Attended the Directors' Circle meeting on May 17th. All library directors were invited to talk about our victories, any issues or questions that we had.

## **April Program Highlights**

- Kids Craft Hour: 18
- StoryTime: 67
- Toddler Time: 11
- Korean Book Club: 4
- ESL: 3
- Afternoon Book Club: 8
- Yoga Class: 1
- Adult Arts & Crafts: 8
- Teen Board Game Night: 4

## **Upcoming Programs/Ideas**

- Juvenile: Crafts: Every Wednesday
- Juvenile: Toddler Time: Every Monday

- Juvenile: Preschool Story Time: Every Thursday
- Juvenile: Story Time: Every Tuesday
- Juvenile: Teen Board Game Night: Every Thursday
- Adult: Korean Book Club
- Adult: Afternoon Book Club
- Adult: Evening Book Club
- Adult: Canvas Painting with Kari (Senior Center)
- Adult: ESL class
- Adult: Chair Yoga class (5/9, 5/16, 5/23, 6/13, 6/20, 6,27)
- Adult Arts & Crafts

**Friends of the Library Report**

Nothing to report

**Treasurer’s Report**

The Northvale Library Bank Balances as of the end of April are as follows:

Northvale Library Expense account: \$74,893.97  
 Northvale Library Capital Expense account: \$289,890.63

The board also discussed getting a wire transfer or physical check for quarterly payments. Mr. Honey stated that physical checks would be preferred.

It was also requested to find out if the town engineer approved all of the change orders. Director Magielnicki is going to confirm with ALSA and the town.

**ROLL CALL VOTES-**

Resolved to approve the regular claims list for May in the amount of \$3,027.49:  
 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			
Ms. Lucas		X			
Mr. Honey	Second	X			
Mr. Pinajian Ms. Nicolich				X	
Ms. Staropoli	Motion	X			
Mayor McGuire Mr. Argiro		X			
Ms. McKeever		X			

Resolved to approve the capital account claims list for May in the amount of \$4,687.95.  
 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	Motion	X			
Ms. Lucas	Second	X			
Mr. Honey		X			
Mr. Pinajian Ms. Nicolich				X	
Ms. Staropoli		X			
Mayor McGuire Mr. Argiro		X			
Ms. McKeever		X			

**HEARING OF THE PUBLIC –**

The meeting was opened to the public at 7:31 PM. With no one addressing the board the meeting was closed to the public at 7:31 PM

**ADJOURNMENT**

On motion made by Tina Staropoli and seconded by Terri McKeever, the board, with all present being in favor, **voted to adjourn at 7:31 PM.**

Respectfully submitted

Melissa Banzaca, Secretary