

**Minutes
Regular Meeting of
The Northvale Library Board of Trustees
Wednesday, February 24, 2021
6:30 PM**

CALL THE MEETING TO ORDER –

STATEMENT -

President Staropoli called the meeting to order at 6:34 PM. The meeting was held entirely through the Zoom app so board members and members of the public could attend remotely.

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		Via Zoom
Ms. Lucas	X		Via Zoom
Mr. Honey	X		Via Zoom
Mr. Pinajian		X	
School librarian Ms. Nicolich	X		Via Zoom
Ms. Staropoli	X		Via Zoom
Mayor Marana/ Councilman Tom Argiro	X		Via Zoom
Ms. McKeever	X		Via Zoom

Also in attendance Emily Pepe via Zoom.

APPROVAL OF MINUTES

Resolved to approve the minutes from the January 21, 2021 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		X			
Mr. Honey		X			
Mr. Pinajian Ms. Nicolich		X			
Ms. Staropoli	Motion	X			
Mayor Marana Mr. Argiro		X			
Ms. McKeever	Second	X			

GENERAL DISCUSSION –

The strategic planning committee briefed the rest of the board on plans for using the ADA grant. The goal is to be able to present a plan for the March meeting that would allow the project to go out to bid in the Spring.

DIRECTORS REPORT-

Program highlights and upcoming

- February is Snapshot Day (Month), 2021. Libraries are posting pictures of how patrons are using their services, what they are offering and other exciting projects. We have been posting to our Facebook and Instagram accounts.
- January Crafts Kits: 60 kits
- Storytime: 138 views
- January Music with Miss Nita - 81 views
- January Magical Melodies - 263 views
- Weekly ESL Conversation class for Adults on Zoom: 7-10 adults per week.
- January Canvas Painting for Adults on Zoom with Kari: 12 adults

Administrative

- Library Cards: 1,833 patrons registered as of February 21, 2021. 15 new library cards since January's report.
- Proposed to interview for a part-time Youth Services Library Associate to work 28-30 hours per week.

Strategic Plan

- Meeting regarding the grant money/ADA upgrades to the library was held on Thursday, February 11. Mayor Marana, Terri McKeever, Melissa Banzaca, Roy Sokoloski, Kent & I were in attendance. Kent will make one in-person visit to take some measurements and finalize the plans to be ready to go out to bid by April.
- Roy sent a proposal to begin the work, which is attached below.

Building

- DPW replaced light bulbs in our utility closet on 2/17/2021

BCCLS

- BCCLS 72 hours quarantine of book drop returns and BCCLS deliveries remains the standard procedure for all BCCLS libraries.
- Emily is attending virtual training from NJ State library on February 17 & 24

FRIENDS OF THE LIBRARY REPORT –

The annual membership drive took place in December and January. The friends were able to get some new businesses on board and well as some businesses that had not joined in a few years.

The friends are working on implementing the books for babies program and finding fundraisers that can run virtually now and hopefully in person towards the end of the year.

TREASURER’S REPORT-

Northvale Library Account : \$124,043.34

Northvale Library Capital Expense Account: \$91,907.70

Boro reports the first Quarterly contribution for 2021 (\$25K) to be remitted next week.

Balance due for 2020 is \$29,546.13 -- no date to remit -- (2019 balance of \$15K also no date to remit).

ROLL CALL VOTES-

Resolved to approve the claims list for February in the amount of \$3459.46:

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

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

Resolved to approve allowing Emily Pepe to hire a part time Youth Services Library Associate up to 30hrs a week between \$16-\$20 an hour:

The resolution was 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	Motion	X			
Mayor Marana Mr. Argiro		X			
Ms. McKeever		X			

Resolved to approve Terri McKeever, Melissa Banzaca & Mayor Pat Marana for the strategic planning committee for 2021:

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 Ms. Nicolich		X			
Ms. Staropoli	Motion	X			
Mayor Marana Mr. Argiro	Second	X			
Ms. McKeever		X			

Resolved to approve extending the library's fine free period through April 30th 2021:

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 Marana Mr. Argiro		X			
Ms. McKeever		X			

HEARING OF THE PUBLIC –

The meeting was opened to the public at 7:09 PM. Kathy Brunet mentioned that after the snowstorms the gutter above the area by the drop box was leaking and causing an icy patch. Emily Pepe also shared that the bottom of the building ramp also gets icy from a similar drip. The board discussed asking the DPW to look at both areas once the weather permits and taking action from there. The meeting was closed to the public at 7:12 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 7:13 PM**

Respectfully submitted
Melissa Banzaca, Secretary