

**Minutes
Regular Meeting of
The Northvale Library Board of Trustees
Tuesday, November 24, 2015
6:30 PM**

CALL THE MEETING TO ORDER –

Vice President Devlin called the meeting to order at 6:32 PM in the conference room on the 2nd floor of the borough hall 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 – MOMENT OF SILENCE –

Vice President Devlin asked all in attendance to rise and join him in a Salute to the Flag and then called for a moment of Silent Prayer.

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

APPROVAL OF MINUTES

Resolved to approve the minutes from the October 28, 2015 regular board meeting

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

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

GENERAL DISCUSSION –

ACNOWLEDGEMENTS –

The board of Trustees would like to thank the Norwood/Northvale Womens' club for their \$25 donation.

Congratulations to Ellen O'Keefe for being selected to co chair the BCCLS committee for Friends training.

Mr. Devlin, Mr. DeLisio, and President Porchen attended a workshop titled: ESSENTIALS OF LIBRARY LAW: An informative overview of New Jersey Library Law for Trustees. Presented by Michael A. Cerone, Jr., Esq.

Director's Report

- Sign over main door stillneeds to be weatherized
- Staff Door needs something in place.

Director O'Keefe will call Doug the handyman

- Mission Statement collaboration. Lou DeLisio, Ellen O'Keefe, and a member of the community will work together as a committee to form a mission statement.

Upcoming Meetings

At our Library

- NJ State Library Book Committee, Friday, December 11

Marisa

- NJLA Conference Committee, Tuesday, December 1
- Youth Services Committee, Friday, December 11, Oradell PL

ROLL CALL VOTES

Resolved to approve the claims list of invoices totaling \$3145.33 for this past month of November to be paid through the borough.

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

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

Resolved to approve \$50 for the petty cash fund from the treasury account

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

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

Resolved to approve the payment of \$3,500 to Telecom Support Specialists for phone system; total cost is \$4,225; balance paid at completion. To be paid through the treasury account.

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

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

Resolved to approve to authorize Director O’Keefe to distribute keys to additional library assistants at her discretion.

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

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

Resolved to approve the payment of \$2000 to BCCLS for the Adult Korean Language subscription for one year (2016)

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	SECOND	X			
Ms. Staropoli	MOTION	X			
Mayor Piehler		X			
Mr. Porschen				X	

Resolved to approve to make two installments to pay BCCLS for the year 2016

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

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

HEARING OF THE PUBLIC –

Vice President Devlin opened the meeting to the public at 7:13 PM

Ms. Kathy Brunet – 417 Crest Drive – shared information about the upcoming fundraisers that the Friends of the Library are hosting.

Some current fundraisers are:

- TD Bank. You can use a code when you open an account and the Friends get a kickback. The fliers are in Korean and English.
- Amazonsmiles
- Books and Greetings did a fundraiser over the past weekend
- Lord and Taylor fundraiser was on Nov 14th

The Friends want to buy two more museum passes if the desk that they will be donating is less than the \$5000 they budgeted. The Yogi Berra museum and The Frick

Their membership forms are in Korean, Spanish, and English

Permission from the board was given to sell wreaths before and after the Holiday tree lighting ceremony.

They are also selling book bag totes for \$35.

With no one else addressing the board and Vice President Devlin declared the public comment portion of the meeting closed at 7:20 pm

ADJOURNMENT –

On motion made by Mr. Devlin and seconded by Mr.DeLisio, the board, with all present being in favor, **voted to adjourn at 7:21 PM**

Respectfully submitted

Tina Staropoli, Secretary