

**Minutes  
Regular Meeting of  
The Northvale Library Board of Trustees  
Wednesday, August 25<sup>th</sup>, 2021  
6:30 PM**

**CALL THE MEETING TO ORDER –**

**STATEMENT -**

President Staropoli called the meeting to order at 6:32 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 –**

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

Also in attendance May Kwon, Michele Albanese & Kathy Brunet

## APPROVAL OF MINUTES

Resolved to approve the minutes from the July 28<sup>th</sup>, 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	Second	X			
Ms. McKeever		X			

### GENERAL DISCUSSION –

The board discussed how to submit a request for the ADA grand money along with reviewing the contract with the contractor.

### DIRECTORS REPORT-

#### Program Highlights and upcoming

- July Crafts: **223 kits (JV craft kits 112, Steam Kits 99, Adult Crafts 12)**
- July Story time: 14 in person – an average of 2-6 families per story time, 483 total views of Facebook and Instagram.
- July music with Miss Nita 30 in person, 45 views on Facebook
- July Magical Melodies 18 in person
- Weekly ESL conversation class for Adults on Zoom: ESL will take a break for the summer. They may come back in October.
- July Canvas painting for adults in person with Kari: 8 adults in person.

#### Administration

- Library cards: 1,883 patrons registered as of August 19, 2021. 22 new library cards since July's report.
- Fine free through September 30<sup>th</sup> 2021 was approved by the Library Board in July. Proposed to extend through the end of the year.
- Northvale library Dress Code approved by the Library Board at July's meeting., Has been included in the Personnel Manual.
- Social Media Policy approved by the Library Board at July's meeting. Has been included in the Northvale Library Policies & Procedures.

#### Strategic Plan

- The Northvale Library Community Survey has been posted and released, responses are being received via online form and appear. To date there are 49 responses. Copy attached.

- ADA project was awarded to Joseph D'antuono, Franklin Floors Inc, 85 Park Ave, Nutley NJ 07110. The bid was for \$40,958.00. A101 draft reviewed by Michael Cerone. Awaiting revised A101 from ALSA.
- Strategic Plan 2022-2025 is currently on hold awaiting a new director – also awaiting census information to be released and more community stats to be collected.

## **BCCLS**

- Interim directors attended August Directors' Check-in with the NJ State Library on Tuesday, August 10<sup>th</sup>.
- Interim directors attended Mobile App/ Discovery Layer info session on Thursday, August 18<sup>th</sup>. BCCLS is getting information on a mobile app that will incorporate the BCCLS catalog and eservices. Details will be forthcoming.

## **Upcoming Programs/Ideas**

- Outdoor Summer Concert **RESCHEDULED** on 7/14/21 at 1 PM had to be cancelled.
- Newly started Korean book club is scheduled for Tuesday, September 21<sup>st</sup>.

## **Friends of the Library Report-**

The monthly friends meeting has been moved to the 4<sup>th</sup> Monday of the month with the next one coming up on 9/27.

The friends will be holding a fundraiser on 10/16 with details available on the library website.

Kathy mentioned researching WSJ special pricing for a library subscription and wanted to see if the library thought it would be used.

The friends have not made a purchase for the library yet and the group discussed whether the original request of stackable chairs or if outside seating such as a bench(s) would be more useful. May and Michele brought out the books for babies kits that are available for young families for the board to look at.

## **Treasurer's Report-**

The Library is 14 % under budget thru August 25<sup>th</sup>.

Regular account balance: \$87,545.

Capital account balance: \$151,021

**ROLL CALL VOTES-**

Resolved to approve the capital account claims list for August in the amount of \$1,525.80:

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

Resolved to approve the regular account claims list for August in the amount of \$5,521.03:

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

Resolved to approve extending the fine free period through December 31<sup>st</sup> 2021:

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		X			
Mr. Honey				X	
Mr. Pinajian Ms. Nicolich				X	
Ms. Staropoli		X			
Mayor Marana Mr. Argiro		X			
Ms. McKeever	Second	X			

Resolved to approve the final draft of the AIA document for the bathroom & front door of the ADA construction project:

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

Resolved to approve starting adult programs with limited attendance requiring masks inside and registration required:

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	Second	X			
Mr. Honey				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 7:33PM. With no one from the public the meeting was closed to the public at 7:33.

#### **ADJOURNMENT**

On motion made by Tina Staropoli and seconded by Melissa Banzaca, the board, with all present being in favor, **voted to adjourn at 7:34 PM**

Respectfully submitted  
Melissa Banzaca, Secretary