

**Minutes
Regular Meeting of
The Northvale Library Board of Trustees
Wednesday July 26th, 2023
6:30 PM**

CALL THE MEETING TO ORDER –

STATEMENT -

Vice President McKeever called the meeting to order at 6:38 PM in the Northvale Public Library located at 116 Paris Avenue, Northvale, New Jersey 07647.

STATEMENT -

Vice President McKeever 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

Vice President McKeever asked all in attendance to rise and join her in a Salute to the Flag.

ROLL CALL –

Name	Present	Absent	
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: Director Magielnicki

APPROVAL OF MINUTES

Resolved to approve the minutes from the June 28th 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				X	
Mr. Honey		X			
Mr. Pinajian Ms. Nicolich		X			
Ms. Staropoli	Second	X			
Mayor McGuire Mr. Argiro				X	
Ms. McKeever	Motion	X			

GENERAL DISCUSSION –

Director Magielnicki showed the board members the work completed under change order #6. A solution was executed that consisted of a square cut made to the counter with brackets placed under the countertop so the square could be removed to access the window and then replaced to make the countertop complete.

The board was not happy with the result of the modification. There is splintering in the countertop finish, the sides were covered in unfinished wood and the counter does not sit flush within the space. It is also very heavy to move and presents a hazard to library staff.

The board requested pictures and the above info be sent to ALSA to provide a solution. The library was presented with a modular counter with wheels option that was not executed.

The board would like a modular wheeled cart solution with cleaned up and properly finished edges.

DIRECTORS REPORT -

Administrative:

- Library Cards: 2,129 patrons registered as of June 1, 2023. 16 new library cards since June's report.

Building:

- Jim Honey, Terri McKeever, and myself met at the library to speak with the architect over the phone about the countertop in the programming room. Kent came up with the idea to have a movable countertop piece that is under one of the windows. CO#6R was created in the amount of \$1,299.53 and the contractors will be here on July 21, 2023 to start completing the job.
- The telecommunications company, WMB Communications, will be back the week of July 24th to install the last phone wires for the bookkeeper's desk.
- If everything stays on track, construction should be completed in a few weeks. I am planning to have the grand reopening after the school year starts.

BCCLS:

- Attended a BCCLS Director's Circle meeting at the New Milford Library. We spoke about our achievements and issues that we need guidance on.

Summer Reading:

- Children's: There are 91 children registered for summer reading. Emily is running craft classes twice a week and Ms. Nita comes in every other week for music and dancing. Programs have been well attended.
- Adults: There are 21 people registered for summer reading. The adult program was kept simple to try and attract people to sign up. For every book an adult reads, they get a chance to win a gift card and book related zipper pouch.

Training:

- Michele, May, and myself are taking Narcan training through the State Library and Rutgers University.
- I will be taking a Programming and Display Policies Workshop that is being offered by the Ramapo Catskill Library System.

June Program Highlights

- Kids Craft Hour: 43
- StoryTime: 118
- Toddler Time: 24
- Korean Book Club: 3
- Afternoon Book Club: 2
- Evening Book Club: 1
- Chair Yoga Class: 7
- Adult Arts & Crafts: 5
- Teen Board Game Night: 2
- Painting with Kari: 11
- Magic Show: 77
- Ms. Nita: 76

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: Arts & Crafts
- Adult: Trivia Night

Friends of the Library Report

Nothing to report.

Treasurer's Report

In summary: Wages, Salaries, etc. are 3% under Budget (with pension contribution); Expenses are under Budget by 3% ; overall we are 3% under budget.

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

Northvale Library Expense account: \$89,781.17

Northvale Library Capital Expense account: \$285,202.68

Notes for agenda /review:

The New Renovation Sum (including CO 7) is \$252,620.05

Q3 Boro Contribution (\$27,500) pending

Review and approve photos for entrance hallway

ROLL CALL VOTES-

Resolved to approve the regular claims list for July in the amount of \$9,989.89:

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 McGuire Mr. Argiro				X	
Ms. McKeever		X			

Resolved to approve the replenishment of petty cash in the amount of \$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 McGuire Mr. Argiro				X	
Ms. McKeever	Second	X			

HEARING OF THE PUBLIC –

The meeting was opened to the public at 7:42 PM. With no one addressing the board the meeting was closed to the public at 7:42 PM

ADJOURNMENT

On motion made by Terri McKeever and seconded by Tina Staropoli, the board, with all present being in favor, **voted to adjourn at 7:42 PM.**

Respectfully submitted

Melissa Banzaca, Secretary