

**Minutes
Regular Meeting of
The Northvale Library Board of Trustees
Wednesday, May 25, 2022
6:30 PM**

CALL THE MEETING TO ORDER –

STATEMENT -

President Staropoli called the meeting to order at 6:35 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 –

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

Also in attendance: Director Zaccaria & Kathy Brunet

APPROVAL OF MINUTES

Resolved to approve the minutes from the April 27th, 2022 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			

Resolved to approve the minutes from the May 3rd, 2022 special 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 Marana Mr. Argiro				X	
Ms. McKeever	Motion	X			

Resolved to approve the minutes from the May 11th, 2022 special board meeting.

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

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

GENERAL DISCUSSION –

Director Zaccaria shared a list of the companies who had requested a bid package so far with a planned bid opening date of June 29th.

Director's Report

Administrative

- Library Cards: **1,977** patrons registered as of May 16, **36** new library cards since April's report.

Building

- The Air Conditioner was installed.

Strategic Plan

- Renovation was approved by the board in two special meetings to negotiate the cost with Roy Sokolowski from ALSA. The next step is the bidding process. The bid will be announced in the newspaper the week of May 16th and follow up with myself and Roy on the progress of the bidding will begin. (See updated costs and dates for bidding in attachments).
- New Library of Things Games and a new Instrument Keyboard for lending.
- Met with the Library Media Specialist, Vicki Nicholich from Northvale elementary to set a date of June 16th for me to visit the school and discuss summer programming.
- Spring Fest was a success and maybe 20-30 patrons attended and learned more about our library and the school outreach for summer readers.
- Friends attended Spring Fest May 14th with generous donations of books and plant sale.

BCCLS

- N/A to report this month.

April Program highlights

- Read and Play: 19 in person Toddler Time: 24 in person, Preschool: 13 in person
- Juvenile Crafts: 13 in person
- Music with Miss Nita: 48 in person
- Adult Korean Book Club: 5 in person
- Adult Afternoon Book Club: 4 in person
- ESL Board Game: 6 in person

- Adult Canvas Painting with Kari: 10 in person
- Adult Crafting with Pam: 7 in person
- Adult Yoga: 12 in person

- **Upcoming June Programs/Ideas**
 - Juvenile: Toddler Time: Every Monday, Tuesday
 - Juvenile Crafts:
 - Juvenile: Music with Miss Nita
 - Adult Purple Mat Yoga
 - Adult Korean Book Club, May
 - Adult Afternoon Book Club, May
 - Adult Canvas Painting with Kari
 - Adult Spring Wreath

 - Advice with your Device w/ Shane Lee

Friends of the Library Report

The friends group met last week. The wine tasting event was successful. Shoprite and Dairy Queen donated food and the group received 3 new personal and 1 new business membership. The friends are working on a possible zoom tea tasting and upcoming events include the Growler & Gill on 12/4 and gift wrapping 12/11 & 12/17.

Kathy inquired about planting in front of the library and status of the book drop. The replacement was not ordered because the opening on any new ones was on the wrong side. The library will look into options.

The friends will be marching with their banner in the Memorial Day parade. The friends are supplying the magician at the summer reading kickoff on July 9th.

June 20th will be the last meeting until Fall.

Treasurer's Report

YTD the Library is running 8% under budget,-- wages and salaries are running 4% under budget -- Expenses are approx 9% under budget.

The bank balances as of the end of April are as follows:

Northvale Municipal Library Expense account: \$89,350.00

Northvale Municipal Library Capital Expense account: \$259,128.08

ROLL CALL VOTES-

Resolved to approve the claims list for May in the amount of \$3,798.33:

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				X	
Ms. McKeever	Second	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	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 hiring Emily Sposa as a Full Time Youth Services Librarian with an annual salary of \$43,000 and 10 vacation, 10 sick & 3 personal days.

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				X	
Ms. McKeever	Second	X			

HEARING OF THE PUBLIC –

The meeting was opened to the public at 7:08pm. With no one from the public in attendance the meeting was closed to the public at 7:08 pm.

ADJOURNMENT

On motion made by Tina Staropoli and seconded by Melissa Banzaca, the board, with all present being in favor, **voted to adjourn at 7:08 PM**

Respectfully submitted

Melissa Banzaca, Secretary