

**Minutes
Regular Meeting of
The Northvale Library Board of Trustees
Wednesday, April 25, 2018
6:30 PM**

CALL THE MEETING TO ORDER –

President Porschen called the meeting to order at 6:32 PM in the Northvale Public Library located at 116 Paris Avenue, Northvale, New Jersey 07647.

STATEMENT -

President Porschen 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 Porschen asked all in attendance to rise and join him in a Salute to the Flag.

ROLL CALL –

Name	Present	Absent
Ms. Banzaca	X 6:42	
Mr. Devlin	x	
Mr. Honey	x	
Mr. Pinajian School librarian Ms. Nicolich	x	x
Ms. Staropoli	x	
Mayor Piehler/ Councilman Tom Argiro	X 6:39	x
Mr. Porschen	x	

Also in attendance was Director Paul Shaver

APPROVAL OF MINUTES

Resolved to approve the minutes from the March 28, 2018 regular board meeting

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

Name	ACTION	YES	NO	ABSENT	ABSTAIN
Ms. Banzaca		x			
Mr. Devlin		x			
Mr. Honey		x			
Mr. Pinajian Ms. Nicolich		x			
Ms. Staropoli	motion	x			
Mayor Piehler Mr. Argiro		x			
Mr. Porschen	second	x			

Resolved to approve the executive minutes from the March 28, 2018 regular board meeting

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

Name	ACTION	YES	NO	ABSENT	ABSTAIN
Ms. Banzaca		x			
Mr. Devlin		x			
Mr. Honey		x			
Mr. Pinajian Ms. Nicolich		x			
Ms. Staropoli	motion	x			
Mayor Piehler Mr. Argiro		x			
Mr. Porschen	second	x			

GENERAL DISCUSSION –

The board would like to thank One Academy, a preschool in Norwood for their generous donation of a bookcase and the help in getting it here. It looks great.

The board would also like to thank the Friends of the Library for purchasing the new library magnets. They came out great.

Director's Report

- After communicating with the personnel committee, we posted the position and received an overwhelming response. There are at least five candidates with library experience as of this report and some have already worked with STEM and/or

MakerSpaces. Interviews will be set up ASAP to help find the perfect candidate or candidates for the position.

- Based on the position's former 24 hour work week and current 17 hour work week, it would be advisable to hire ASAP. I would like to go ahead to hire either one or two candidates by May 5th for a total of 18 hours per week and a wage of \$14-\$14.50/hr. This would allow us to hire one candidate for 10 hours per week and the other for 8 hours per week. The cost would be the same as one worker yet we would have more schedule flexibility.

Programming: March

- Program attendance in March 2018 reached the highest level that we have seen since opening.
- We had 582 program attendees, which is approximately the same as the total attendance for the time period between January 1st and March 15th of 2017. Our most successful program was our Library Egg Hunt (with 70 attendees) followed closely by NJ Maker's Day 2018 (with 67 attendees).
- Library Staff has worked hard to keep these numbers up, and having our new part-time library associate has helped tremendously.

Program Attendance Summary					
Event/Program	Date or Month	Children	Teens	Adults	Total
Cat in the Hat Masks	3/1/2018	13	0	5	18
STEM: Robotics	3/1/2018	6	2	2	10
Northvale Pre-K Story Time	3/2/2018	8	0	1	9
Dr Seuss Party	3/2/2018	15	5	7	27
Story Time & Craft	3/5/2018	1	0	1	2
Pot 'o' Gold Craft	3/5/2018	3	0	1	4
Pre-K Story Time	3/6/2018	6	0	5	11
Watercolor Painting	3/6/2018	11	0	3	14
Drop-in Craft (Tuesday)	3/5/2018	9	0	6	15
Snap Circuits	3/8/2018	12	0	4	16
Artistically Abled	3/10/2018	10	0	2	12
Ukulele Class	3/10/2018	8	0	0	8
NJ Maker's Day 2018	3/10/2018	35	7	25	67
Story & Craft	3/12/2018	1	0	1	2
Drop-in Craft (Tuesday)	3/13/2018	8	0	3	11
Pre-K Story Time	3/13/2018	5	0	4	9
Painting: Blow Art	3/13/2018	6	0	4	10
Story Time (Bookworms)	3/14/2018	1	0	1	2
ESL	3/14/2018	0	0	7	7
STEM: Leprechaun Traps	3/14/2018	12	0	6	18
St. Patty's Day Party	3/15/2018	10	0	4	14

Canvas Painting	3/15/2018	0	0	14	14
Raspberry Pi	3/15/2018	10	2	0	12
DIY Leprechaun Slime	3/16/2018	34	8	10	52
Gaming Tournament	3/17/2018	7	3	0	10
Story & Craft	3/19/2018	2	0	2	4
Hand-Print Thing 1 & 2	3/19/2018	1	0	1	2
Drop-in Craft (Tuesday)	3/20/2018	8	0	5	13
Pre-K Story Time	3/20/2018	6	0	4	10
Sheroes Throughout History	3/20/2018	0	0	0	0
DIY: Cricut	3/20/2018	0	0	7	7
Storytime (bookworms)	3/21/2018	2	0	1	3
DIY: Cricut	3/22/2018	0	0	4	4
Northvale Pre-K Story Time	3/23/2018	10	0	1	11
Puffy Paint	3/23/2018	6	0	3	9
Ukulele Class	3/24/2018	5	0	0	5
Pre-K Story Time	3/27/2018	8	0	6	14
Drawing Workshop	3/27/2018	3	0	0	3
Drop-in Craft (Tuesday)	3/27/2018	3	0	2	5
ESL 1	3/28/2018	0	0	6	6
ESL 2	3/28/2018	0	0	3	3
STEM: Walking Rainbow	3/28/2018	20	0	9	29
Library Egg Hunt	3/29/2018	39	6	25	70
Northvale's Reading	3/29/2018	0	0	4	4
Gaming Tournament	3/31/2018	4	2	0	6
Total		348	35	199	582

Administrative

- Library Cards: 1,483 patrons registered as of April 16, 2018. 9 new cards since the March report.

BCCLS

- The delivery service paid for by BCCLS has given notice. Due to unanticipated volume, they will not be able to continue delivery for us.
- From the BCCLS website "Starting Wednesday, April 18, 2018, no new holds on eBooks or eAudiobooks will be permitted in cloudLibrary. BCCLS is transitioning from cloudLibrary to OverDrive in early May. Any current holds or accounts will not transfer to the new service."

- I have been asked to chair the World Language Task Force from April 2018 to April 2019. There are many challenging issues to deal with this year, and I welcome the opportunity.

Building and Grounds

- One Academy, a pre-school in Norwood, New Jersey donated a bookcase that was sturdy, the right size, and the same color as our other bookcases. Moses, the head of the academy, delivered the shelf himself. He, an assistant, and I carried it into the library together. It is now installed in the Children’s Room, and we have received excellent reviews from our patrons. Emily and the rest of the staff are also very pleased as it allows more space for our growing Juvenile Book collection.

ROLL CALL VOTES –

Resolved to approve the claims list for the month of April in the amount of \$7450.90

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

Name	ACTION	YES	NO	ABSENT	ABSTAIN
Ms. Banzaca		x			
Mr. Devlin	motion	x			
Mr. Honey		x			
Mr. Pinajian					
Ms. Nicolich		x			
Ms. Staropoli		x			
Mayor Piehler					
Mr. Argiro		x			
Mr. Porschen	second	x			

Resolved to approve the replenishment of the petty cash for \$75

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

Name	ACTION	YES	NO	ABSENT	ABSTAIN
Ms. Banzaca	second	x			
Mr. Devlin		x			
Mr. Honey		x			
Mr. Pinajian					
Ms. Nicolich		x			
Ms. Staropoli	motion	x			
Mayor Piehler					
Mr. Argiro		x			
Mr. Porschen		x			

Resolved to approve the hiring of either one or two candidates by May 5th for a total of 18 hours per week and a wage of \$14-\$14.50/hr. This would allow us to hire one candidate for 10 hours per week and the other for 8 hours per week.

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

Name	ACTION	YES	NO	ABSENT	ABSTAIN
Ms. Banzaca		x			
Mr. Devlin	second	x			
Mr. Honey		x			
Mr. Pinajian Ms. Nicolich		x			
Ms. Staropoli	motion	x			
Mayor Piehler Mr. Argiro		x			
Mr. Porschen		x			

Resolved to approve the purchase of The Magellan Collection desk for the children's room not to exceed \$400.

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

Name	ACTION	YES	NO	ABSENT	ABSTAIN
Ms. Banzaca		x			
Mr. Devlin		x			
Mr. Honey	second	x			
Mr. Pinajian Ms. Nicolich		x			
Ms. Staropoli		x			
Mayor Piehler Mr. Argiro		x			
Mr. Porschen	motion	x			

Resolved to approve the purchase of the Lutzbot Taz 6, a 3D printer not to exceed \$3000.

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

Name	ACTION	YES	NO	ABSENT	ABSTAIN
Ms. Banzaca	motion	x			
Mr. Devlin		x			
Mr. Honey		x			
Mr. Pinajian Ms. Nicolich		x			
Ms. Staropoli	second	x			
Mayor Piehler Mr. Argiro		x			
Mr. Porschen		x			

HEARING OF THE PUBLIC –

President Porschen opened the meeting to the public at 7:05 PM

With no one addressing the board, President Porschen declared the public comment portion of the meeting closed.

ADJOURNMENT

On motion made by President Porschen and seconded by Mr. Devlin, the board, with all present being in favor, **voted to adjourn at 7:05 PM**

Respectfully submitted

Tina Staropoli, Secretary