

**Minutes  
Regular Meeting of  
The Northvale Library Board of Trustees  
Wednesday September 24<sup>th</sup>, 2025  
6:30 PM**

**CALL THE MEETING TO ORDER –**

**STATEMENT -**

President Staropoli called the meeting to order at 6:33 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 –**

| <b>Name</b>                                   | <b>Present</b> | <b>Absent</b> |  |
|-----------------------------------------------|----------------|---------------|--|
| Ms. Banzaca                                   | X              |               |  |
| Ms. Lucas                                     |                | X             |  |
| Mr. Honey                                     | X              |               |  |
| Mr. Pinajian<br>School librarian Ms. Nicolich |                | X             |  |
| Ms. Staropoli                                 | X              |               |  |
| Mayor McGuire/<br>Councilwoman Fernandez      | X              |               |  |
| Ms. McKeever                                  |                | X             |  |

Also in attendance: Director Magielnicki

## APPROVAL OF MINUTES

Resolved to approve the minutes (with edits) from the August 27th, 2025 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                      | Second | X   |    |        |         |
| Mr. Pinajian<br>Ms. Nicolich   |        |     |    | X      |         |
| Ms. Staropoli                  |        | X   |    |        |         |
| Mayor McGuire<br>Ms. Fernandez | Motion | X   |    |        |         |
| Ms. McKeever                   |        |     |    | X      |         |

## GENERAL DISCUSSION –

### Director's Report

#### Administrative:

- 1,972 registered Northvale Library cardholders as of August 1st. 8 new cards were made in the month of July.

#### Building:

- Mario from MC Glass said that the fabricators had a delay in production of the parts. The parts should be ready by the end of the month.
- Pesh-E-Lectric installed 2 ceiling fans on September 11. One in the lobby and one in the programming room.
- There is a drip from the roof onto the middle of our ramp. It isn't a problem right now but in the winter it will cause an ice patch again. There is also usually a puddle at the top of the stairs after it has been raining. It looks like there is a little bit of a dip in the concrete. The mayor will check with the DPW.
- There was a clog in the toilet on September 4. The DPW came to look at it and they got a plumber. The pipes were clogged with rust, paper towels, and tampons. Put a sign up saying please only flush toilet paper.
- We had a fire inspection on August 27th, which we passed.
- Doug from DART Computers visited the library and gave us some computer and internet upgrades that we should consider before signing onto the Bergen Fiber. Our computers are outdated and we should consider buying other equipment.

#### Programming:

- Some sad news; Miss Nita is retiring at the end of the year. She always brought a crowd with her to her events. Emily is currently looking to hire someone else for next year.

#### August Program Highlights:

- Craft Hour: 62
- Toddler Time: 48
- Korean Book Club: 3
- Evening Book Club: 4
- Painting with Kari: 12
- ESL: 10
- Teen Dungeons and Dragons: 3

- Ms. Nita: 151
- Movie Matinee: 0
- Kids Snack Class: 15
- Adult Arts & Crafts: 7
- End of Summer Reading Party: 49

#### Upcoming Programs/Ideas

- Juvenile: Crafts
- Juvenile: Toddler Time
- Juvenile: Preschool Story Time
- Juvenile: Story Time
- Juvenile: Tween Craft
- Juvenile: Book Club
- Juvenile: Homework Help
- Juvenile: Dungeons and Dragons
- Family: Family Puzzle Night
- Adult: Korean Book Club
- Adult: Evening Book Club
- Adult: Canvas Painting with Kari
- Adult: ESL class
- Adult: Arts & Crafts
- Adult: Movie Matinee
- Adult: Shoprite Dietitian
- Adult: Jack the Ripper Presentation-Halloween
- Adult: Crocheting
- Adult: Wine Glass Painting
- Adult: Pinecone Wreaths
- Adult: DIY Kimbap

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

N/A

#### **Treasurer's Report**

Bank Balances as of the end of August 2025 are as follows:

Library Operating Expense account: \$ 67,409.36 (incl uncleared checks)

Library Capital Expense account : \$111,876.40

#### Agenda Review notes:

- \* Budget vs Actual report -- wages and salaries are actual through mid Sept, end of Sept estimated.
- \* Wages & Salaries (including pension) is 5% under budget.
- \* Review -- budget vs actual for Books Media Programs is 41 % of budget (under budget 34%).
- \* Received the 3rd quarter Boro contribution (\$35K) on Sept. 15.
- \* Capital Expense account was transferred to a Business tiered Money Market account on July 2, 2025 -- as of August 29th the account has earned \$ 534,07-- Note: a document fee of \$3 dollars per month will be assessed for paper statements. -- to date there has been no change to the 3% interest rate.
- \* Met with Kearny Bank client service rep (Allesandro) on Sept 23rd and the new money market capital expense account name has been changed to "Northvale Municipal Library Capital Expense Account" -

\* Note: Kearny Bank Northvale Branch will be closing in October 10th -- Accounts will be serviced at the Old Tappan Branch

### **ROLL CALL VOTES-**

Resolved to approve the regular claims list for September in the amount of \$3,643.53.

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                    | Second        | X          |           |               |                |
| Ms. Lucas                      |               |            |           | X             |                |
| Mr. Honey                      |               | X          |           |               |                |
| Mr. Pinajian<br>Ms. Nicolich   |               |            |           | X             |                |
| Ms. Staropoli                  | Motion        | X          |           |               |                |
| Mayor McGuire<br>Ms. Fernandez |               | X          |           |               |                |
| Ms. McKeever                   |               |            |           | X             |                |

Resolved to approve the capital account claims list for September in the amount of \$1,400.

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<br>Ms. Nicolich   |               |            |           | X             |                |
| Ms. Staropoli                  |               | X          |           |               |                |
| Mayor McGuire<br>Ms. Fernandez | Second        | X          |           |               |                |
| Ms. McKeever                   |               |            |           | X             |                |

Resolved to approve authorizing up to \$5,000 from the capital account to purchase equipment and computers to use with the new fiber internet service through Bergen County.

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                      | Second        | X          |           |               |                |
| Mr. Pinajian<br>Ms. Nicolich   |               |            |           | X             |                |
| Ms. Staropoli                  |               | X          |           |               |                |
| Mayor McGuire<br>Ms. Fernandez |               | X          |           |               |                |
| Ms. McKeever                   |               |            |           | X             |                |

**HEARING OF THE PUBLIC –**

The meeting was opened to the public at 7:29 PM. With no one from the public addressing the meeting the public meeting portion was closed at 7:24.

**ADJOURNMENT**

On motion made by Tina Staropoli and seconded by Mayor McGuire, the board, with all present being in favor, **voted to adjourn at 7:29 PM.**

Respectfully submitted  
Melissa Banzaca, Secretary