

**Minutes
Regular Meeting of
The Northvale Library Board of Trustees
Wednesday, October 27, 2017
6:30 PM**

CALL THE MEETING TO ORDER –

President Porschen called the meeting to order at 6:30 PM in the Northvale Public Library located at 116 Paris Avenue, Northvale, New Jersey 07647.

STATEMENT -

President Porschen stated

“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	
Mr. Devlin		x
Mr. Honey	x	
Mr. Pinajian School librarian Ms. Nicolich	x	x
Ms. Staropoli	x	
Mayor Piehler/ Council woman Toni Macchio		X x
Mr. Porschen	x	

Also in attendance was Director Paul Shaver

APPROVAL OF MINUTES

Resolved to approve the minutes from the September 27, 2017 regular board meeting

The minutes were 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				x	
Ms. Nicolich		x			
Ms. Staropoli	motion	x			
Mayor Piehler				X	
Ms. Macchio				x	
Mr. Porschen		x			

GENERAL DISCUSSION –

We still need a third quote for the boiler. President Porschen will follow up with the Borough.

Director's Report

Personnel

- Emily Pepe returned to work on October 16th on a partial schedule. She will begin working full-time again in November.

Programming: September

Program Attendance Summary					
Event/Program	Date or Month	Children	Teens	Adults	Total
PJ Story Time	9/7/2017	1	0	0	1
STEM Robotics	9/7/2017	0	8	0	8
Read to a Dog	9/7/2017	0	0	0	0
Story Time	9/11/2017	4	0	4	8
Snap Circuits	9/12/2017	9	0	2	11
ESL Conversation Class	9/13/2017	0	0	6	6
Artistically Abled	9/14/2017	4	4	5	13
Canvas Painting	9/14/2017	0	1	9	10
Read to a Dog	9/14/2017	1	0	0	1
Gaming Tournament	9/15/2017	0	5	3	8
Story Time	9/18/2017	1	0	1	2

Canvas Bag Craft	9/19/2017	0	1	5	6
ESL Conversation Class	9/20/2017	0	0	7	7
Beginner's Korean	9/20/2017	0	0	1	1
Canvas Bag Craft	9/21/2017	0	2	6	8
PJ Story Time	9/21/2017	1	0	0	1
Read to a Dog	9/21/2017	1	0	0	1
Story Time	9/25/2017	0	0	0	0
Northvale's Reading Book Club	9/26/2017	0	0	1	1
ESL Conversation Class	9/27/2017	0	0	7	7
Healthy Snacks	9/28/2017	1	2	2	5
PJ Story Time	9/28/2017	1	0	0	1
Raspberry Pi	9/28/2017	5	0	3	8
Health Talk	9/28/2017	0	0	0	0
Gaming Tournament	9/29/2017	0	13	3	16
Yoga	9/30/2017	0	0	0	0
Total		29	36	65	130

- We now have a keyboard with raised Braille letters on it to allow visually impaired patrons to have better access.
- Computers in the non-fiction room now have headphones to further promote use by special populations and other patrons. We have also purchased earbuds in bulk.

Technology

- Kindles began circulating October 19th as part of our celebration for National Friends of Libraries Week. They are available for Northvale patrons only.
- We would like to purchase a multipage scanner. This would help staff and patrons looking to scan documents, IDs etc. en masse.
- We should also consider purchasing a new copier in the \$2,000-4,500 range. Our current copier does not support color copying and the feeder often damages originals.

Trustee Continuing Education

- Library Advocacy Services for Library Staffs and Boards of Trustees in Hasbrouck Heights November 16th, 7-9 pm. Tina, Melissa, and I will be attending. That will earn 4 credit hours for trustees.

Friends of the Library Report

Ms. Kathy Brunet – 417 Crest Drive gave her report from the Friends:

The Lord and Taylor fundraiser has begun and the Growler and Gill fundraiser is set up for Dec 3rd. They will be getting the information out about the new library bond act on the upcoming election ballot. The Library Construction Bond Act if passed will provide \$125 million in grant funds for needed repairs and updates to public library buildings.

ROLL CALL VOTES –

Resolved to approve the claims list for the month of October in the amount of \$3581.50

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		x			
Mr. Pinajian				x	
Ms. Nicolich		x			
Ms. Staropoli	motion	x			
Mayor Piehler				X	
Ms. Macchio				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				x	
Ms. Nicolich		x			
Ms. Staropoli	motion	x			
Mayor Piehler				X	
Ms. Macchio				x	
Mr. Porschen		x			

HEARING OF THE PUBLIC –

President Porschen opened the meeting to the public at 7:29 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 Ms. Staropoli, the board, with all present being in favor, **voted to adjourn at 7:30PM**

Respectfully submitted

Tina Staropoli, Secretary