

**Minutes
Regular Meeting of
The Northvale Library Board of Trustees
Wednesday, April 27, 2022
6:30 PM**

CALL THE MEETING TO ORDER –

STATEMENT -

President Staropoli called the meeting to order at 6:37 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	X
Ms. McKeer	X	

Also in attendance: Director Zaccaria

APPROVAL OF MINUTES

Resolved to approve the minutes from the March 23rd 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	Second	X			
Ms. McKeever		X			

GENERAL DISCUSSION –

The board is questioning the fees for Phase 3 & 4 of the rebid for the renovation project. Phase 3 went from \$2,000 to \$6,500 and Phase 4 went from \$7,000 to \$18,000 - \$20,000. The board would like to confirm and have a special meeting to vote on May 3rd 2022 at 6 p.m.

Director's Report

Administrative

- Library Cards: 1,959 patrons registered as of April 18, 2022, 13 new library cards since March's report.

Building

- Air Conditioner needs to be installed in the children's room.

Strategic Plan

- Met with the strategic planning committee on March 24. (Attached is the acknowledgement of the Library board to proceed with the rebid of renovation project and proposed timeline.)
- \$27,500 check received from the Borough and was deposited in the Operations Account. \$62,895.16 - The balance from of 2021 was deposited in the Capital Account.
- Summer Reading Flier is programs of events scheduled for opening, closing and weekly activities. On May 7th at Spring Fest we will promote the Summer Reading program.
- Friends have paid for the opening and closing programs and are planning more events. The Wine Tasting, May 19th, Growler & Gill December 4 and Holiday gift wrapping November 26. The Friends have mentioned interest to walk with us in Memorial Day Parade.

BCCLS

- Member Services committee is meeting in person on April 28.
- BCCLS second membership due quarter bill came in for \$6,246.00.
- Circulation of Cake Pans in Library of Things was acknowledged in (Story) orthjersey.com: <https://www.northjersey.com/story/news/local/2022/04/19/bccls-seeks-library-users-input-bergen-nj/7275307001/>

March Program highlights

- Read and Play: 37 in person, Toddler Time: 20 in person Juvenile Crafts: 24 in person
- Music with Miss Nita: 34 in person
- Adult Korean Book Club: 6 in person
- Adult Board Game: 6 in person
- Canvas Painting with Kari: 10 in person
- Adult Afternoon Book Club: 5 in person
- Arts and Crafts with Pam: 4 in person
- Makers Day: 40 in person
- Yoga: 26 in person
- Coding with Joe Seo: 5 in person
- Tech Time with Shane Lee: 7 in person

Upcoming May Programs/Ideas

- Juvenile: Read and Play & Toddler Time
- Juvenile Crafts: May 4 & 16, 11 & 13, 18 & 20, 25 & 27
- Juvenile: Music with Miss Nita May 13 & 27
- Juvenile: Learn to Code with Joe Seo May 2, 9,16,23,30
- Juvenile Teen Game Nights – Thursdays at 600 pm
- Adult Purple Mat Yoga, May on Tuesdays 3, 10, 17, 24, and 31
- Adult Korean Book Club, May 17
- Adult Afternoon Book Club, May 23rd at 3:30 pm
- Adult ESL Board Game May 22
- Jewelry Making on May 18 at 4:00pm
- Canvas Painting with Kari May 17
- Arts & Crafts with Pam May 19
- Advice for your Device (Tech help with Shane) May 5,12,19,26

Friends of the Library Report

N/A

Treasurer's Report

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

Northvale Municipal Library Expense account: \$62,976.30

Northvale Municipal Library Capital Expense account: \$199,478.52

Note: The Borough issued a check for the second quarter 2022 contribution (\$27,500) and a check for the balance of 2021 (\$62,895.16) -- the new Capital expense balance as of April 19 is \$259,128.08

ROLL CALL VOTES-

Resolved to approve the claims list for April in the amount of \$11,166.74:

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	Second	X			
Ms. McKeever		X			

Resolved to approve the capital account claims list for April in the amount of \$803.60:

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	Second	X			
Mr. Pinajian Ms. Nicolich				X	
Ms. Staropoli	Motion	X			
Mayor Marana Mr. Argiro		X			
Ms. McKeever		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				X	
Mr. Honey		X			
Mr. Pinajian Ms. Nicolich				X	
Ms. Staropoli	Motion	X			
Mayor Marana Mr. Argiro	Second	X			
Ms. McKeever		X			

Resolved to approve to change the advertised position from Library Associate to Assistant. \$14-\$16 an hour up to 12 hours a week.

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	Second	X			
Ms. McKeever		X			

Resolved to approve to postpone the decision to start the bidding process until clarification and meeting to determine correct Phase 3 and Phase 4 fees.

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 7:20pm. With no one from the public in attendance the meeting was closed to the public at 7:20 pm.

ADJOURNMENT

On motion made by Tina Staropoli and seconded by Mayor Marana, the board, with all present being in favor, **voted to adjourn at 7:21 PM**

Respectfully submitted

Melissa Banzaca, Secretary