

**Minutes  
Regular Meeting of  
The Northvale Library Board of Trustees  
Wednesday June 25<sup>th</sup>, 2025  
6:30 PM**

**CALL THE MEETING TO ORDER –**

**STATEMENT -**

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

**STATEMENT -**

Vice President McKeever 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**

Vice President McKeever 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 School librarian Ms. Nicolich		X	
Ms. Staropoli		X	
Mayor McGuire/ Councilwoman Fernandez	X		
Ms. McKeever	X		

Also in attendance: Director Magielnicki

## APPROVAL OF MINUTES

Resolved to approve the minutes from the May 28<sup>th</sup>, 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 Ms. Nicolich				X	
Ms. Staropoli				X	
Mayor McGuire Ms. Fernandez	Motion	X			
Ms. McKeever		X			

### GENERAL DISCUSSION – Director’s Report

Administrative:

- 1,913 registered Northvale Library cardholders as of June 1st. 5 new cards were made in the month of May.

Building:

- MC Glass and Windows from Hawthorne is going to send me an updated estimate to include the fire rated windows along with replacement balances.
- I followed up with Dedicated Glass Works about their estimate and they apologized and said that they can no longer take on our job because they are too busy.
- I tried another company to have 3 quotes. I spoke with Deluxe Windows and Doors and they came out to look at the windows. The contractor noticed that they are Traco Windows and he said that it would be hard to track down parts for them. He is going to see if he can even do the job and then get a quote out to us.
- Pesh-E-Lectric came out to see if we can add 2 ceiling fans-one in the lobby and the other in the community room. He sent a quote over.
- P.T. Electric came out to look at the ceiling fans as well. Dan mentioned that he is not sure if the drop lights will swing if a fan is installed. He is looking into that and will send over a quote.

Mission Statement:

- The new mission statement so far is: “The Northvale Public Library provides free and inclusive access to resources, technology, and programs that foster learning, creativity, recreation, and personal growth while strengthening connections across our community”

Summer Reading/10 Year Celebration:

- Cesar the Magician will be performing for the children at 11AM and the cover band, Frank and Beans will be playing at noon. The Friends bought a cake and balloon towers from Sue the Birthday Fairy.

BCCLS:

- I submitted the BCCLS Salary Survey two weeks ago.
- I attended the System Council meeting on Wednesday, June 18th.

### May Program Highlights:

- Craft Hour: 49
- Toddler Time: 41
- Story Time: 35
- Tween Craft: 0
- Kid's Book Club: 2
- Korean Book Club: 5
- Evening Book Club: 4
- Painting with Kari: 11
- ESL: 18
- Teen Dungeons and Dragons: 5
- Ms. Nita: 124
- Social Work Intern: 17
- Movie Matinee: 2
- Kids Snack Class: 11
- Adult Arts & Crafts: 6
- Mother's Group: 2

### 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
- Family: 10 Year Celebration
- 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: Needle Felting

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

N/A

### **Treasurer's Report**

In summary, the report indicates the Library is 6% under budget through the first five months of 2025.

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

Library Operating Expense account: \$59,262.57

Library Capital Expense account : \$111,476.05

Agenda Review notes:

- \* Budget vs Actual report -- wages and salaries are actual through end of May
- \* Review for approval the Quote from MC Glass & Window
- \* Kearney Bank has offered a Business tiered Money Market account (with unlimited check writing) at 3% APY with a Min balance of \$50k (interest rates subject to change after account is opened) -- update pending reply from Kearney Bank

**ROLL CALL VOTES-**

Resolved to approve the regular claims list for June in the amount of \$4,508.46.

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				X	
Ms. Lucas		X			
Mr. Honey	Second	X			
Mr. Pinajian Ms. Nicolich				X	
Ms. Staropoli				X	
Mayor McGuire Ms. Fernandez	Motion	X			
Ms. McKeever		X			

Resolved to approve the updated Library Mission Statement.

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				X	
Ms. Lucas		X			
Mr. Honey	Second	X			
Mr. Pinajian Ms. Nicolich				X	
Ms. Staropoli				X	
Mayor McGuire Ms. Fernandez	Motion	X			
Ms. McKeever		X			

Resolved to approve the installation of new ceiling fans by PT electric in the lobby can community room up to \$2,000.

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				X	
Ms. Lucas	Motion	X			
Mr. Honey		X			
Mr. Pinajian Ms. Nicolich				X	
Ms. Staropoli				X	
Mayor McGuire Ms. Fernandez	Second	X			
Ms. McKeever		X			

Resolved to approve salary increase of 3% for Emily Sposa effective 7/5/25.  
 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				X	
Ms. Lucas	Second	X			
Mr. Honey	Motions	X			
Mr. Pinajian Ms. Nicolich				X	
Ms. Staropoli				X	
Mayor McGuire Ms. Fernandez		X			
Ms. McKeever		X			

Resolved to approve window repairs and replacement at \$1,500 - \$1,600 for fire rated windows by the fire escapes. Full estimated total of \$10,670.  
 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		X			
Ms. Lucas				X	
Mr. Honey		X			
Mr. Pinajian Ms. Nicolich		X			
Ms. Staropoli		X			
Mayor McGuire Ms. Fernandez	Second			X	
Ms. McKeever	Motion	X			

**HEARING OF THE PUBLIC –**

The meeting was opened to the public at 7:21 PM. With no one from the public addressing the meeting the public meeting portion was closed at 7:21.

**ADJOURNMENT**

On motion made by Terri McKeever and seconded by Mayor McGuire, the board, with all present being in favor, **voted to adjourn at 7:21 PM.**

Respectfully submitted  
 Melissa Banzaca, Secretary