

**MINUTES**  
**Regular Meeting of**  
**The Northvale Library Board of Trustees**  
**Wednesday, September 23, 2015**  
**6:30 PM**

**CALL THE MEETING TO ORDER –**

President Porschen called the meeting to order at 6:41 PM in the conference room on the 2<sup>nd</sup> floor of the borough hall 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 –**

<b>Name</b>	<b>Present</b>	<b>Absent</b>
Mr. DeLisio		X
Mr. Devlin		X
Mr. Honey	X	
Mr. Pinajian	X	
Ms. Staropoli	X	
Mayor Piehler		X
Mr. Porschen	X	

Also in attendance was Library Director Ellen O’Keefe

## APPROVAL OF MINUTES

Resolved to approve the minutes from the August 26, 2015 regular board meeting

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

Name	ACTION	YES	NO	ABSENT	ABSTAIN
Mr. DeLisio				X	
Mr. Devlin				X	
Mr. Honey	MOTION	X			
Mr. Pinajian		X			
Ms. Staropoli		X			
Mayor Piehler				X	
Mr. Porschen	SECOND	X			

Resolved to approve the Executive minutes from the August 26, 2015 regular board meeting

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

Name	ACTION	YES	NO	ABSENT	ABSTAIN
Mr. DeLisio				X	
Mr. Devlin				X	
Mr. Honey		X			
Mr. Pinajian		X			
Ms. Staropoli	MOTION	X			
Mayor Piehler				X	
Mr. Porschen	SECOND	X-			

## GENERAL DISCUSSION –

Thank you to the Friends of the Northvale Library for the magnets that they made for Northvale Library and for all of their support.

A discussion was had about links to the Northvale Library. Mr. Pinajian was going to add a link from the Northvale Public School website and send out email blast from the library to the students and staff on upcoming events. The Northvale Borough already had a link.

The board needs to fulfill 5 more hours for the trustee training by 12/13/15 in order to qualify for state aid. Mrs. Staropoli has logged 2 hours already. The New Jersey State Library has established the “Trustee Academy” with free 45 – minute webinars.

## DIRECTOR'S REPORT

### BCCLS Bill:

- The 4% prepay discount is no longer available.

### Facility:

The sign needs to be fixed. Water is getting behind it.

Front door - DPW will repair

Phones: need for equipment upgrade; calls cannot be heard properly because of cordless interference

### Calendar Updates:

#### Board Meetings

- November meeting moved to Tuesday, 11/25
- 2016 move meeting location to Library was discussed and will be on next month's agenda

### Programming:

Children's storytimes and activities under way (check out the website)

#### Adults

- October 22 Book Club
- November 17 Genealogy Workshop

### Upcoming Meetings:

#### Ellen

- FEMA Library Preparedness, Thursday, 9/24, Elizabeth
- System Council, Thursday, October 15, Franklin Lakes
- BCCLS Scholarship Breakfast, Tuesday, 10/20, Seasons, Washington Twp
- New Directors' Meetings: Hawthorne on 10/5 & Old Tappan on 10/27

#### Marisa

- Youth Services Committee, Friday, 9/25, Hasbrouck Heights
- Youth Services Forum, Wednesday, 10/7, Monrow Township
- Comic Convention, Thursday, 10/8, NYC

## ROLL CALL VOTES –

Resolved to approve the claims list of invoices totaling \$1697.66 for this past month of September.

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

Name	ACTION	YES	NO	ABSENT	ABSTAIN
Mr. DeLisio				X	
Mr. Devlin				X	
Mr. Honey		X			
Mr. Pinajian		X			
Ms. Staropoli	MOTION	X			
Mayor Piehler				X	
Mr. Porschen	SECOND	X			

Resolved to approve the reimbursement of \$50/00 to Ellen O’Keefe for TechSoup purchase of Quickbooks software

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>
Mr. DeLisio				X	
Mr. Devlin				X	
Mr. Honey		X			
Mr. Pinajian		X			
Ms. Staropoli	MOTION	X			
Mayor Piehler				X	
Mr. Porschen	SECOND	X			

Resolved to approve the reimbursement of \$106.37 to Marisa Hall for program supplies, decorations, prizes, and NJLA Youth Services Forum Registration.

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>
Mr. DeLisio				X	
Mr. Devlin				X	
Mr. Honey		X			
Mr. Pinajian		X			
Ms. Staropoli	MOTION	X			
Mayor Piehler				X	
Mr. Porschen	SECOND	X			

Resolved to approve moving the November 2015 Library Board of Trustee Meeting to Tuesday, November 24 at 6:30pm

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>
Mr. DeLisio				X	
Mr. Devlin				X	
Mr. Honey		X			
Mr. Pinajian	SECOND	X			
Ms. Staropoli	MOTION	X			
Mayor Piehler				X	
Mr. Porschen		X			

Resolved to approve the proposed list of Holiday closings for the calendar year of 2016

Proposed:

New Year's Day, Friday, Jan. 1

President's Day, Monday, Feb.15

Good Friday, March 25

Memorial Day, Closed Sat, May 28Monday and Monday, May 30

Independence Day, Closed Saturday, July 2 and Monday, July 4

Labor Day, Saturday, September 3and Monday, September 5

Columbus Day, Monday, October 10

Thanksgiving Day, Close @ 1 pm Wednesday, November 23; closed Thursday, November 24

Christmas, Closed Eve, Saturday, December 24; closed Monday, December 26

New Year's Eve Saturday, December 31

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

Name	ACTION	YES	NO	ABSENT	ABSTAIN
Mr. DeLisio				X	
Mr. Devlin				X	
Mr. Honey		X			
Mr. Pinajian	SECOND	X			
Ms. Staropoli	MOTION	X			
Mayor Piehler				X	
Mr. Porschen		X			

### HEARING OF THE PUBLIC –

President Porchen opened the meeting to the public at 7:03 PM

### Public Comment

#### Ms. Daryl George – 405 John Ed rd –

Ms. George asked for a live link to the Friends website from the library website.

She announced the following fundraises:

Wine event for members only- limiting to 40 people- Oct. 15

Lord and Taylor fundraising event on Nov 14

Weekend at Books N Greetings- 25% of sales will go to Friends of the Library. Nov 20

Director O'Keefe gave a wish list at the last Friends' meeting

The board, upon the following roll call vote, resolved to go into executive session at 7:11 pm to discuss personnel issues with Director O’Keefe

<b>Name</b>	<b>ACTION</b>	<b>YES</b>	<b>NO</b>	<b>ABSENT</b>	<b>ABSTAIN</b>
Mr. DeLisio				X	
Mr. Devlin				X	
Mr. Honey		X			
Mr. Pinajian		X			
Ms. Staropoli	SECOND	X			
Mayor Piehler				X	
Mr. Porschen	MOTION	X			

The board resumed the public meeting at 7:24 pm with the same trustees present. No action was taken by the board in executive session.

**GENERAL DISCUSSION cont.**

Mr. Honey went over the budget and we may have additional money left and our building committee should start thinking about any capital improvement options. (Renovating the community room, installing water fountains that are hooked directly to the pipes, etc.)

We will need to hire an auditor to go over our books soon.

**ADJOURNMENT**

On motion made by Mr. Porschen and seconded by Mrs. Staropoli, the board, with all present being in favor, **voted to adjourn at 7:45 PM**

Respectfully submitted

Tina Staropoli, Secretary