Minutes
Regular Meeting of
The Northvale Library Board of Trustees
Wednesday June 24th, 2026
6:30 PM

CALL THE MEETING TO ORDER –

STATEMENT -

President Staropoli 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 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 filed with the Borough Clerk, posted on the bulletin board in the Municipal Building and the library website. 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		Arrived 6:45
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 & Steve Jackson.

APPROVAL OF MINUTES

Resolved to approve the minutes from the May 27th 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:

- 1,964 registered Northvale Library cardholders as of June 1st. 7 new cards were made in the month of May.

Training:

- Kevin Trainor trained 5 staff members on CPR and how to use an AED machine. Kevin trained us for free but I think we should donate to the ambulance squad or American Heart Association. These courses usually cost between $60-80 per person. I am also looking into buying an AED machine for the library.

Capital Projects:

- MC Glass is still waiting for the fire rated glass to replace the glass in the window that has a crack in it.
- We need to sign the IonicNet contract and mail out the check and then we can get started on our ADA Website.
- I sent over the Resolution and Agreement to MOESC. Waiting to hear back from them to see if the State accepted it.

Grant:

- We qualify for the Tischler Memorial Grant. The grant is between $500-$2,500 to add materials to our collection. I will apply once the grant opens on June 22nd.

Northvale School:

- Kindergarten classes took a walking trip to the library a few weeks ago. Emily told them about the library and read a few stories.

Summer Reading: Summer Reading kicked-off on June 18th and ends on August 14th. The Friends of the Library sponsored the prizes and the kick-off and closing parties.

May Program Highlights:

- Craft Hour: 51
- Toddler Time: 34
- Story Time: 36
- Kid's Snack Class: 15
- Music With Taylor: 68
- Tween Book Club: 3
- Tween Knitting: 6
- Tween Craft: 3
- Korean Book Club: 6
- Evening Book Club: 5
- Painting with Kari: 10
- ESL: 12
- Teen Dungeons and Dragons: 10
- Movie Matinee: 9
- Mah Jongg: 17
- Tech for Seniors: 9
- Taking Better Photos with Phone: 6
- Whispers in the Pines: 10
- Adult Knitting: 4

Upcoming Programs/Ideas

- Juvenile: Crafts
- Juvenile: Toddler Time
- Juvenile: Preschool Story Time
- Juvenile: Story Time
- Juvenile: Tween Craft
- Juvenile: Book Club
- Juvenile: Dungeons and Dragons
- Juvenile: Music with Taylor
- Tween: Craft
- Family: Family Puzzle Night
- Family: Summer Reading Kick-Off: Thurs. 6/18 4:30PM
- Adult: Korean Book Club
- Adult: Evening Book Club
- Adult: Canvas Painting with Kari
- Adult: ESL class

- Adult: Arts & Crafts
- Adult: Movie Matinee
- Adult: Mahjongg
- Adult: Tech for Seniors
- Adult: Candle Holder: Thurs 7/23 6PM
- Adult: Mocktail Mixology: 11/10 4:30PM
- Adult: Flag Day Documentary Screening: Thurs 6/18 12:30PM
- Adult: Coffee Painting: Tues 8/11 6PM
- Adult: Clay Lotus Tea Light: Thurs. 9/25 4:30PM
- Adult: Jewelry and Jewelry Box: Tues 10/13 6PM
- Adult: Decoupage Plate: Tues 1/12 6PM

Friends of the Library Report
The friend's account has approximately $10k.
The friends plan on holding a Fall auction to raise money and awareness.
The friends are looking for suggestions on programs that could be brought to the library. Steve mentioned homeowner education such as home repairs, education on solar and information on the local greenway project. The friends will be holding events at Paris square to inform residents about the friends and library programs.

Treasurer's Report
In summary, the report indicates the Library is 8% under budget in operating expenses -- Actual Wages & Salaries (incl Pension) are 7% under budget -- see note ref books, media, programs

Bank Balances as of May 29, 2026 are as follows:
Library Operating Expense account: $ 117, 157.66
Library Capital Expense account : $ 147, 314.22

Agenda Review notes:
* Budget vs Actual report -- wages and salaries are actual thru June
* Books, Media, Programs under budget 17%.
* Capital Expense account thru May 29th has earned $1 724.89 YTD ($ 350.36 for May)
(new interest rate is 3.03% (subject to change monthly).
* 3rd quarter Boro contribution of $42k due in August.
* Boro Utilities for 2026 are $18,000 & Indirect Administrative costs are $16,000 (total $34k/year)-- Added to the budget under utilities at $2833/month.

ROLL CALL VOTES-

Resolved to approve the regular claims list for June in the amount of $4,456.45.
The resolution was adopted on a roll call vote as follows:

Name	ACTION	YES	NO	ABSENT	ABSTAIN
Ms. Banzaca		X			
Ms. Lucas	Second	X			
Mr. Honey		X			
Mr. Pinajian Ms. Nicolich		X			
Ms. Staropoli		X			
Mayor McGuire Ms. Fernandez		X			
Ms. McKeever	Motion	X			

Resolved to approve the capital claims list for June in the amount of $1,437.50
The resolution was adopted on a roll call vote as follows:

Name	ACTION	YES	NO	ABSENT	ABSTAIN
Ms. Banzaca	Motion	X			
Ms. Lucas		X			
Mr. Honey		X			
Mr. Pinajian Ms. Nicolich		X			
Ms. Staropoli		X			
Mayor McGuire Ms. Fernandez		X			
Ms. McKeever	Second	X			

Resolved to approve a 3% raise for Emily Sposa as of 7/5/2026.
The resolution was adopted on a roll call vote as follows:

Name	ACTION	YES	NO	ABSENT	ABSTAIN
Ms. Banzaca	Motion	X			
Ms. Lucas		X			
Mr. Honey		X			
Mr. Pinajian Ms. Nicolich		X			
Ms. Staropoli	Second	X			
Mayor McGuire Ms. Fernandez		X			
Ms. McKeever		X			

Resolved to approve purchasing an AED machine and service contract up to $1,200.
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 McGuire Ms. Fernandez	Second	X			
Ms. McKeever		X			

Resolved to approve using capital funds for a joint purchase with the Northvale borough at 50% each to upgrade the front exterior of the library, walkway and addition of an awning. The resolution was adopted on a roll call vote as follows:

Name	ACTION	YES	NO	ABSENT	ABSTAIN
Ms. Banzaca	Motion	X			
Ms. Lucas		X			
Mr. Honey	Second	X			
Mr. Pinajian Ms. Nicolich		X			
Ms. Staropoli		X			
Mayor McGuire Ms. Fernandez		X			
Ms. McKeever		X			

HEARING OF THE PUBLIC –
The meeting was opened to the public at 7:04 PM. With no one from the public addressing the meeting the public meeting portion was closed at 7:04.

ADJOURNMENT
On motion made by Tina Staropoli and seconded by James Honey, the board, with all present being in favor, **voted to adjourn at 7:05 PM.**

Respectfully submitted
Melissa Banzaca, Secretary