

**Minutes
Regular Meeting of
The Northvale Library Board of Trustees
Wednesday, December 16, 2020
6:30 PM**

CALL THE MEETING TO ORDER –

STATEMENT -

President Staropoli called the meeting to order at 6:32 PM. The meeting was held entirely through the Zoom app so board members and members of the public could attend remotely.

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		Via zoom
Mr. Kim		X	
Mr. Honey	X		Via Zoom
Mr. Pinajian	X		Via Zoom
School librarian Ms. Nicolich		X	
Ms. Staropoli	X		Via Zoom
Mayor Marana/	X		Via Zoom
Councilman Tom Argiro	X		Via Zoom
Ms. McKeever	X		Via Zoom

Also in attendance Emily Pepe via Zoom.

APPROVAL OF MINUTES

Resolved to approve the minutes from the November 18, 2020 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. Kim				X	
Mr. Honey		X			
Mr. Pinajian Ms. Nicolich		X		X	
Ms. Staropoli	Motion	X			
Mayor Marana Mr. Argiro		X			
Ms. McKeever		X			

GENERAL DISCUSSION –

Mayor Marana will have a new appointee for the library board for January to replace Mr. Kim.

DIRECTORS REPORT-

Program highlights and upcoming

- #WinterRead2021 Books Like Us Reading Challenge via Beanstack. Northvale is registered for this national challenge, sponsored by Simon & Schuster. The top ten libraries, in differing categories, could win books and author visits from Simon & Schuster. Prizes for patrons will be sponsored by the Friends. Challenge will run from January 1-31, 2021. All are welcome to log any reading online at <https://northvalelibrary.beanstack.org/reader365>
- November Maker Mondays: 92 kits
- November Crafts Kits: 108 kits
- Storytime: 388 views
- November Music with Miss Nita - 84 views
- November Magical Melodies - 308 views
- Weekly ESL Conversation class for Adults on Zoom: 7-10 adults per week. ESL will be taking a break for the holiday and will resume virtual classes on January 14, 2021.
- Canvas Painting for Adults on Zoom with Kari: 12 kits (December 8)
- Virtual teen sewing program has been scheduled for January. Kits will be made available to patrons who register.

Administrative

- Library Cards: 1,811 patrons registered as of December 10, 2020.
- Staff attended further BCCLS training for OCLC in December.
- Book carts were purchased, using the 2019 State Aid check, in the amount of \$1,427.29
- Proposed 2021 Library Budget
- Proposed to rollback services to doorside pickup only on December 21. This plan is based on the increase in the amount of COVID-19 positive cases in the state of NJ and

especially in Bergen County. It is of my utmost priority to protect library staff and the public from a potential COVID-19 exposure.

- Proposed 2021 Board of Trustees Meeting Dates

Strategic Plan

- Touched base with [Roy Sokoloski](#) on **12/9/2020**. We discussed the best plan of action moving forward with the renovation during (and after) the pandemic. Roy expressed that he is ready to reevaluate the plans when the library is prepared. He is willing to attend a board meeting to discuss once they can take place in-person again. He also suggested that we should be prepared for costs within the plan to increase due to the economy.
- Reviewing and updating the current Strategic Plan

Building

- DPW replaced light bulbs in the library bathroom 12/1/2020

Personnel

- Proposed to give an extra 1-2 hours per week, as needed, for staff coverage.

BCCLS

- BCCLS 72 hours quarantine of book drop returns and BCCLS deliveries remains the standard procedure for all BCCLS libraries.
- OCLC will replace SkyRiver on 12/28/2020. May, Michele and I have been trained using OCLC for library purposes.
- rbDigital (emagazine) subscription will end on 12/31/2020. Overdrive/Libby has taken the contract and emagazines will be available on their platforms beginning 12/28/2020.
- Attended BCCLS System Council on December 10.

FRIENDS OF THE LIBRARY REPORT –

No report

TREASURER’S REPORT-

Northvale Library account: \$129,278.73

Northvale Library Capital expense account: \$91,907.70

Note: Estimated Balance due from Borough for 2020: \$30k (Balance due from 2019 \$15k)

ROLL CALL VOTES-

Resolved to approve the claims list for December in the amount of \$4,991.70:

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

Name	ACTION	YES	NO	ABSENT	ABSTAIN
Ms. Banzaca		X			
Mr. Kim				X	
Mr. Honey	Second	X			
Mr. Pinajian Ms. Nicolich		X		X	
Ms. Staropoli	Motion	X			
Mayor Marana Mr. Argiro		X			
Ms. McKeever		X			

Resolved to approve petty cash in the amount of \$75.

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

Name	ACTION	YES	NO	ABSENT	ABSTAIN
Ms. Banzaca	motion	X			
Mr. Kim				X	
Mr. Honey		X			
Mr. Pinajian Ms. Nicolich		X		X	
Ms. Staropoli	second	X			
Mayor Marana Mr. Argiro		X			
Ms. McKeever		X			

Resolved to approve the 2021 Library Budget:

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

Name	ACTION	YES	NO	ABSENT	ABSTAIN
Ms. Banzaca	second	X			
Mr. Kim				X	
Mr. Honey		X			
Mr. Pinajian Ms. Nicolich		X		X	
Ms. Staropoli	Motion	X			
Mayor Marana Mr. Argiro		X			
Ms. McKeever		X			

Resolved to approve the rollback of services to curbside pickup only beginning December 21:
The resolution was adopted on a roll call vote as follows:

Name	ACTION	YES	NO	ABSENT	ABSTAIN
Ms. Banzaca		X			
Mr. Kim				X	
Mr. Honey	second	X			
Mr. Pinajian Ms. Nicolich		X		X	
Ms. Staropoli	Motion	X			
Mayor Marana Mr. Argiro		X			
Ms. McKeever		X			

Resolved to approve the 2021 board of trustees meeting dates for advertising and posting in accordance with the open public meetings law.
The resolution was adopted on a roll call vote as follows:

Name	ACTION	YES	NO	ABSENT	ABSTAIN
Ms. Banzaca	motion	X			
Mr. Kim				X	
Mr. Honey		X			
Mr. Pinajian Ms. Nicolich		X		X	
Ms. Staropoli	Second	X			
Mayor Marana Mr. Argiro		X			
Ms. McKeever		X			

HEARING OF THE PUBLIC –

The meeting was opened to the public at 7:01 PM. With no one from the public speaking the meeting was closed to the public at 7:01 PM.

ADJOURNMENT

On motion made by Tina Staropoli and seconded by James Honey, the board, with all present being in favor, **voted to adjourn at 7:02 PM**

Respectfully submitted
Melissa Banzaca, Secretary