

MINUTES
Regular Meeting of the
Northvale Library Board of Trustees
Wednesday, January 14, 2015
6:30 PM

CALL THE MEETING TO ORDER –

Mr. Porschen called the meeting to order at 6:30 PM in the meeting room of the Library located at 116 Paris Avenue, Northvale, New Jersey 07647.

STATEMENT –

Mr. Porschen read the “Sunshine Statement” into the record, as follows:

“This is a Regular Meeting Organization 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 – SILENT PRAYER –

Mr. Porschen asked all in attendance to rise and join him in a Salute to the Flag and then called for a moment of Silent Prayer.

ROLL CALL –

Mr. Porschen asked for a Roll Call of Members as follows:

Name	Present	Absent
Mayor Piehler	X	
Mr. Pinajian	X	
Ms. Staropoli	X	
Mr. Devlin	X	
Mr. DeLisio	X	
Mr. Porschen	X	
Mr. Honey	X	
Ms. Libby (Council Liaison)		X

GENERAL DISCUSSION –

Mr. Porschen and Mr. Honey talked about setting up a bank account. Mayor Piehler suggested that Mr. Honey reach out to the Borough Clerk to find out what the procedure is. He stated that it will be up to the board to choose a bank.

Mr. DeLisio brought some resumes with him for the personnel committee to look over. Mayor Piehler stated that a total of ten resumes have come in so far and that the advertisement was placed in the Star Ledger and the Record. He stated that it was also posted on Indeed.com and Monster.com. Seven of the ten applicants have their MLS accreditation. The personnel committee will begin to meet and interview the potential candidates.

Mr. DeLisio stated that he will get a copy of a contract of a library director in a neighboring town. All members of the Board were in favor of asking Mr. Robert White to attend the next meeting to help with organizing a plan to get the library up and running with BCCLS.

Mr. Porschen inquired about hiring an attorney for the Library Board of Trustees as Mr. Paster is now the Planning/Zoning Board Attorney and no longer the Borough Attorney. Ms. Staropoli stated that she asked Mr. White for a recommendation for an attorney for the Board and he gave her the name of Michael A. Cerone, Jr. She stated that she will reach out to him. Mr. Porschen stated that he also has the name of an Attorney, that being Ms. Judy Reilly. He stated that Ms. Reilly has a practice in town and he would like to reach out to her. Mr. Devlin stated that he will reach out to Mr. Paster.

Mr. Devlin reported that he went into the basement of the library and reported that there are a ton of books down there. The new librarian will have to go through them all.

Mr. Porschen suggested that all future meetings be held in the Council Chambers so that the meetings can be recorded. There is also a conflict with the meetings that are held by the Historical Society, as they meet at 7:00 PM every second Wednesday of the month at the Library. Mr. Porschen stated that he will reach out to the Clerk to see if meeting in the Council Chambers is possible.

Mr. Pinajian asked if the Board has set up expectations for the librarian and how long will the ad run? He stated that it is costly to advertise in the newspaper. Mayor Piehler stated that the ad will run for a few weeks. He stated that all the resumes that are coming in are for a director/head librarian. He stated that the head librarian, once hired can then do the initial screening of new staff. It was suggested that recruitment of new staff can be added to the job description.

Mr. Porschen inquired that if work needed to be done on the building, would the Board have to go out for bid? Mr. DeLisio stated that hiring an attorney as soon as possible would help with all of their questions. Mayor Piehler asked Ms. Staropoli to put together a to-do list for everyone. Mr. DeLisio further asked who would assess the physical needs of the building. Mayor Piehler stated that the building is in compliance and that we need to wait for the librarian to determine what he/she feels the needs of the building are.

HEARING OF THE PUBLIC –

Mr. Porschen opened the meeting to the public at 6:56 P.M.

Ms. Kathy Brunet – 417 Crest Drive - Inquired if there was a salary range for the new librarian. Mr. Porschen stated that according to the New Jersey Library Association the salary should be in the \$75,000 range. Ms. Brunet asked where the director's office would be located. Mr. Porschen stated that has not been determined at this time. Ms. Brunet further inquired if there was a budget for materials, salaries, etc....she stated that the Board shouldn't be paying rent, but that utilities may need to be paid. Mr. Porschen stated that the Board is thinking about having their own meter put in for the utilities. Ms. Brunet further stated that a lot of books have been purchased over the last three years for residents and she stated that they are willing to donate the books back to the library. She further questioned that the Borough website doesn't contain any information about the Library as yet and wanted to know when it would be updated. Mayor Piehler stated that it will

be updated when information is available and the board members will be assigned e-mail addresses.

Mr. George DeGennaro – 350 Bradley Avenue - Inquired if there is a time frame for the residents to have possession of a BCCLS card that can be used in other Libraries. He further inquired if the BCCLS fee will be prorated if the use of cards is delayed until April. Ms. Staropoli reported that after talking with Mr. White, a spring opening date is anticipated. Ms. Brunet stated that BCCLS gave back funds to the library when it closed mid-year; so in her opinion they should.

There was a discussion on the safety of the patrons, i.e.; should we have cameras, a swipe card, people logging in, people being buzzed in. Mr. Porschen stated that there is a similar concern with the Norwood Library in that a lot of young kids are being left there unsupervised.

Mr. Brandon Giordano- 614 Woodland Avenue - Stated that there are no swipe cards in other libraries and he is concerned about that.

Ms. Daryl George – 405 Johned Road - Stated that is a good question and that it is good to be proactive. Mr. DeGennaro stated that a homeless person in Morristown is suing the library because they wouldn't let him in. Mr. Pinajian stated that the Board should rely on the attorney for answers to those questions and help with making these decisions.

Mr. Giordano stated that we need a retired librarian and if an attorney necessary throughout the process, as it is a big expense. Mayor Piehler stated the cost for an attorney will be at least \$100 - \$150 per hour, but it is necessary. Mr. Giordano asked if there was a need to two attorneys to be at the next meeting, the Borough Attorney and the Board Attorney. He stated that a plan has to be put in place for the opening date, a business plan and a disclosure plan.

A discussion ensued about the need for a separate bank account and Mayor Piehler stated that the money for the Library is separate from other funds. Ms. Brunet asked if there was a grant writer from the town available to help the library and Mayor Piehler stated that there is and she will begin to looking for grant opportunities for the library.

Mr. Giordano stated that they are forming the Friends of the Library and they want to help. Ms. George stated that the NJ library association started a Friends of the Library task force to help and they have been invited to the next meeting. She stated that the goal is to support the library and fundraising. It's a non-profit and they have their own bank account. Kathy Brunet stated that the Board can come to the Friends group and ask for things that are the little extras, programs, furniture, etc. Mr. Giordano stated that they are willing to help and he hopes that the board will not be afraid to ask.

ADJOURNMENT – 7:28 PM

Motion	Second	Name
	X	Mayor Piehler
		Mr. Pinajian
		Ms. Staropoli
		Mr. Devlin
		Mr. DeLisio
X		Mr. Porschen

		Mr. Honey
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