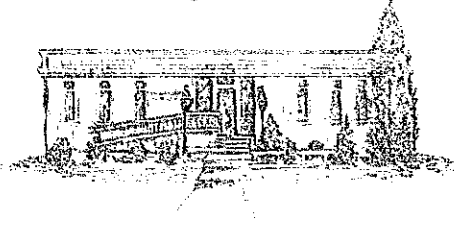


**Board of Trustees of  
The Free Public Library of The Borough of Totowa**



537 Totowa Road • Totowa, NJ 07512  
973-790-3265 • fax 973-790-0306 • www.totowapl.org

**MINUTES OF THE MEETING OF October 27, 2021**

**MEETING CALLED TO ORDER BY Janet Saunders AT 7:00 pm**

**ROLL CALL VOTE---**

**PRESENT----**

Debbie Andriani   x   Theresa Bronkowski   x   Janet Saunders   x   Elsa Stonebridge   x    
Pat Knapp   x   (arrived 7:30)

**ABSENT -- Valerie D'Ambrosio, Tom Watkins**

**OPEN MEETING ACT--open meeting notice was read, posted and mailed to three newspapers as required by law.**

**PORTION OF THE MEETING OPEN TO THE PUBLIC---Motion to close meeting made by Janet Saunders and second by Theresa Bronkowski**

**Unanimous approval**

**MINUTES ---Motion to accept minutes as read made by Theresa Bronkowski and second by Janet Saunders**

**unanimous approval**

**LIBRARIAN'S REPORT—Motion to accept Librarian's Report as read made by: Theresa Bronkowski and seconded by Janet Saunders**

**unanimous approval**

**CORRESPONDENCE:**

1. 2020 Audit letter to Corrado & Corrado
2. 2020 Audit
3. Donation from John L. Soldoveri Foundation
4. Letter of resignation from Janet Saunders to resign from the Library Board

**OLD BUSINESS:**

**1. New Jersey Library Construction Bond Act Renovation Project**

- a) New Jersey Library Construction Bond Act substantial changes to Project Request Form
- b) Resolution to reject bids- Motion made by Pat Knapp and seconded by Theresa Bronkowski

**Roll Call: Debbie Andriani \_\_\_yes\_\_\_ Theresa Bronkowski \_\_\_yes\_\_\_ Janet Saunders \_\_\_yes\_\_\_**

**Elsa Stonebridge \_\_\_yes\_\_\_ Pat Knapp \_\_\_yes\_\_\_ Absent: Valerie D'Ambrosio & Tom Watkins**

- c) Resolution to rebid project contingent upon State Librarians approval to substantial changes including the elimination of the HVAC units from the renovation project original bid.

**Motion made by Pat Knapp and seconded by Theresa Bronkowski**

**Roll Call: Debbie Andriani \_\_\_yes\_\_\_ Theresa Bronkowski \_\_\_yes\_\_\_ Janet Saunders \_\_\_yes\_\_\_**

**Elsa Stonebridge \_\_\_yes\_\_\_ Pat Knapp \_\_\_yes\_\_\_ Absent: Valerie D'Ambrosio & Tom Watkins**

- d) Resolution to authorize the Borough of Totowa to proceed with the PSEG Direct Install

**Opportunity and proposal. Motion made by Pat Knapp and seconded by Theresa Bronkowski**

**Roll Call: Debbie Andriani \_\_\_yes\_\_\_ Theresa Bronkowski \_\_\_yes\_\_\_ Janet Saunders \_\_\_yes\_\_\_**

**Elsa Stonebridge \_\_\_yes\_\_\_ Pat Knapp \_\_\_yes\_\_\_ Absent: Valerie D'Ambrosio & Tom Watkins**

**2. ARPA Update**

- a) Laptops & Cabinet arrived
- b) Wall Street Journal

c) Coding and resume classes

d) Hot Spots

**NEW BUSINESS:**

1. 2020 State Aid

2. 2020 1/3 mil

3. Resolution No. 2021.1 Motion made by Theresa Bronkowski and seconded by Pat Knapp

Roll Call: Debbie Andriani yes Theresa Bronkowski yes Janet Saunders yes

Elsa Stonebridge yes Pat Knapp yes Absent: Valerie D'Ambrosio & Tom Watkins

4. Resolution No. 2021.2 Motion made by Debbie Andriani and seconded by Theresa Bronkowski

Roll Call: Debbie Andriani yes Theresa Bronkowski yes Janet Saunders yes

Elsa Stonebridge yes Pat Knapp yes Absent: Valerie D'Ambrosio & Tom Watkins

5. Resolution No. 2021.3 Motion made by Theresa Bronkowski and seconded by Debbie Andriani

Roll Call: Debbie Andriani yes Theresa Bronkowski yes Janet Saunders yes

Elsa Stonebridge yes Pat Knapp yes Absent: Valerie D'Ambrosio & Tom Watkins

6. Facilities update:

7. Materials, Outreach, Programming, Purchases and Services update:

8. PALS PLUS Updates: budget meeting tomorrow

9. Personnel update: Staff has resigned from being notary publics

10. Volunteer update: We are having community service volunteer to help with cleaning

11. Town wide Garage Sale Update: Went well, shredding went extremely well.

12. Trustee Education update:

**FRIENDS OF THE LIBRARY:**

1. Lemoncello Night sold out

2. Sands Trip was a success

**FOUNDATION:**

1. Calendar raffle going well. Made \$2700.00

2. Italian Style Dinner

3. Turkey Trot is going to donate part of proceeds

**FINANCIAL REPORT:**

1. Motion to accept monthly financial report for October made by Pat Knapp and seconded by Theresa Bronkowski .

Roll Call: Debbie Andriani \_\_\_x\_\_\_ Theresa Bronkowski \_\_\_x\_\_\_ Pat Knapp \_\_\_x\_\_\_

Janet Saunders \_\_\_x\_\_\_ Elsa Stonebridge \_\_\_x\_\_\_

**ABSENT** -- Valerie D'Ambrosio Tom Watkins

2. Motion to pay bills for October awaiting approval made by Theresa and seconded by Debbie Andriani.

Roll Call: Debbie Andriani \_\_\_x\_\_\_ Theresa Bronkowski \_\_\_x\_\_\_ Pat Knapp \_\_\_x\_\_\_

Janet Saunders \_\_\_x\_\_\_ Elsa Stonebridge \_\_\_x\_\_\_

**ABSENT** -- Valerie D'Ambrosio Tom Watkins

3. 2022 Salary Guide & 2022 Budget.

**ANNOUNCEMENTS:**

1. Next Board of Trustee Meeting November 17, 2021

2. Everyone on the board wish Janet Saunders well. We have all enjoyed working with her and will miss her

**ADJOURNMENT** – Motion to adjourn made by Debbie Andriani and seconded by Theresa Bronkowski  
Unanimous approval.

**MEETING ADJOURNED AT 8:30 pm.**

**RESPECTFULLY SUBMITTED:**

**ELSA STONEBRIDGE, SECRETARY**