

BOROUGH OF TOTOWA PUBLIC LIBRARY

537 Totowa Road | Totowa NJ, 07512

973-790-3265 | fax 973-790-0306 | www.totowapl.org

MINUTES OF THE MEETING OF September 22, 2021

MEETING CALLED TO ORDER BY Janet Saunders at 7:00 pm

ROLL CALL VOTE-

PRESENT----

Theresa Bronkowski __x__ Patricia Knapp _x__ Janet Saunders __x__ Elsa Stonebridge __x__

Tom Watkins _x__

ABSENT -- Debbie Andriani, Valerie D’Ambrosio

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

Theresa Bronkowski and seconded by Pat Knapp

unanimous approval

MINUTES ---Motion to accept minutes of the special meeting as read made by Theresa Bronkowski

and seconded by Tom Watkins

unanimous approval

MINUTES ---Motion to accept minutes as read made by Theresa Bronkowski

and seconded by Tom Watkins

unanimous approval

LIBRARIAN’S REPORT—Motion to accept Librarian’s Report as read made by Tom Watkins and

seconded by Pat Knapp unanimous approval

CORRESPONDENCE—

- 1. Request for 4th quarter allotment. Still waiting**
- 2. Invoice from the Herald News and copy of the public notice**
- 3. Per capita state aid- We should be getting an increase**
- 4. Lakeland Bank requests signature from Trustees**
- 5. Thank you to the Library from the Jurlina Family for a wonderful summer**
- 6. Letter from PV offering to send a student to get experience within the community**

OLD BUSINESS—

- 1. Renovation update- Bids are coming this week**
- 2. ARPA update- we are getting 12 laptops, hotspots, digital subscription. See list for additional items**

NEW BUSINESS—

- 1. Facilities update: ceiling leak**
- 2. Pals Plus update: Kearny and Belleville joined**
- 3. Personnel update: Francesca Carr will be leaving**
- 4. Materials outreach, programming, materials, and services update: Zumba, coding class, strength training, library helped with flood cleaning products**
- 5. Totowa Care Cabinet**
- 6. Pandemic policy review: masks not mandated but encouraged at this time. Children are required to wear masks**
- 7. Summer reading update: 3835 books read**
- 8. Volunteer update: No volunteers at this time.**

FRIENDS OF THE LIBRARY –

- 1. Lemoncello night sold out**

FOUNDATION-

- 1. Calendar raffle**
- 2. Italian style dinner**
- 3. Turkey Trot is going to donate part of proceeds**

FINANCIAL REPORT –

- 1. Motion to accept monthly financial report for September.**

Motion made by: Theresa Bronkowski seconded by Pat Knapp

Roll Call: Theresa Bronkowski: yes, Patricia Knapp: yes, Janet Saunders: yes,

Elsa Stonebridge: yes, Tom Watkins: yes

Absent : Debbie Andriani, Val D’Ambrosio

- 2. Motion to pay bills awaiting approval for September.**

Motion made by: Elsa Stonebridge Seconded by: Theresa Bronkowski

Roll Call: Theresa Bronkowski: yes, Patricia Knapp: yes, Janet Saunders: yes,

Elsa Stonebridge: yes, Tom Watkins: yes

Absent: Debbie Andriani, Val D’Ambrosio

- 3. 2021 Budget and salary guide to accept budget and salary guide as presented.**

Motion made by Pat Knapp and seconded by Theresa Bronkowski

Roll Call: Theresa Bronkowski: yes, Patricia Knapp: yes, Janet Saunders: yes,

Elsa Stonebridge: yes, Tom Watkins: yes

Absent : Debbie Andriani, Val D’Ambrosio

ANNOUNCEMENTS:

- 1. Town wide garage sale 9/25/21 & 9/26/21**
- 2. Shredding and clothing drive 9/25/21**
- 3. Next Board of Trustee meeting 10/27/221**

ADJOURNMENT – Motion to adjourn made by: Theresa Bronkowski and seconded by Patricia Knapp.

Unanimous approval

MEETING ADJOURNED AT 8:15 pm.

RESPECTFULLY SUBMITTED:

ELSA STONEBRIDGE, SECRETARY