

**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 June 23, 2021**

**MEETING CALLED TO ORDER BY Janet Saunders AT 7:10 pm**

**ROLL CALL VOTE---**

**PRESENT----**

Debbie Andriani \_\_\_x\_\_\_ Theresa Bronkowski \_\_\_x\_\_\_ Valerie D'Ambrosio \_\_\_x\_\_\_ Janet  
Saunders \_\_\_x\_\_\_ Elsa Stonebridge \_\_\_x\_\_\_ Tom Watkins \_\_\_x\_\_\_ Pat Knapp \_\_\_x\_\_\_

**ABSENT --**

**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 Tom  
Watkins and seconded by Pat Knapp.**

**Unanimous approval**

**MINUTES ---Motion to accept minutes as read made by Tom Watkins and seconded by Pat Knapp**

**Unanimous approval**

**LIBRARIAN'S REPORT—Motion to accept Librarian's Report as read made by: Valerie D'Ambrosio  
and seconded by Pat Knapp**

**Unanimous approval**

### **CORRESPONDENCE:**

1. Thank you from the staff for staff development day. It was fabulous, had lunch and speakers.
2. Letter from Corrado & Corrado – not aware of any litigation.
3. Letter to Mayor and Council for permission to use parking lot for programs.
4. Thank you from Elsa Stonebridge for get-well gift card.
5. Thank you from Celeste Mancini for allowing her to use the library for her play,

### **OLD BUSINESS:**

1. Renovation project update- carpeting, architect and interior designer scheduled to meet.
2. Pandemic policy- If you are vaccinated you do not need to wear a mask. If you are not vaccinated you should wear a mask and sanitize your hands. Removed social distancing and length of stay. Tutoring has resumed. Computer time has been extended. Curbside pickup has subsided.
3. Financial Disclosures

### **NEW BUSINESS:**

1. Facilities update: Totowa cares cabinet. Ordered Activ Panel.
2. Materials, Outreach, Programming, Purchases and Services update: Community calendar, summer programs, weight loss program on Monday, Zumba, yoga and other classes have resumed.
3. PALS PLUS Updates: none
4. Personnel & Volunteers update: having a few volunteers for the summer.

### **FRIENDS OF THE LIBRARY:**

1. Made donation toward Active TV.

**FOUNDATION:**

1. **Fall fundraiser: Calendar raffle and Oktoberfest.**

**FINANCIAL REPORT:**

1. **Motion to accept monthly financial report for June made by Valerie D'Ambrosio and seconded by Theresa Bronkowski.**

**Roll Call: Debbie Andriani\_\_x\_\_ Theresa Bronkowski\_\_x\_\_ Valerie D'Ambrosio\_\_x\_\_ Pat Knapp\_\_x\_\_ Janet Saunders\_\_x\_\_ Elsa Stonebridge\_\_x\_\_ Tom Watkins\_\_x\_\_**

**ABSENT**

2. **Motion to pay bills for June awaiting approval made by Valerie D'Ambrosio and seconded by Pat Knapp.**

**Roll Call: Debbie Andriani\_\_x\_\_ Theresa Bronkowski\_\_x\_\_ Valerie D'Ambrosio\_\_x\_\_ Pat Knapp\_\_x\_\_ Janet Saunders\_\_x\_\_ Elsa Stonebridge\_\_x\_\_ Tom Watkins\_\_x\_\_**

**ABSENT --**

3. **2021 Salary Guide & 2021 Budget. Budget still not finalized.**

**ANNOUNCEMENTS:**

1. **Next Board of Trustee Meeting September 22, 2021.**

**ADJOURNMENT – Motion to adjourn made by Debbie Andriani and seconded by Pat Knapp.**

**Unanimous approval.**

**MEETING ADJOURNED AT 8:05 pm.**

**RESPECTFULLY SUBMITTED:**

**ELSA STONEBRIDGE, SECRETARY**