

MINUTES OF THE MEETING OF NOVEMBER 20, 2019

Meeting was called to order by Janet Saunders at 7:15.

ROLL CALL VOTE: Present - Debbie Andriani, Theresa Bronkowski, Patricia Knapp, Elsa Stonebridge, Janet Saunders, Tom Watkins

ABSENT: 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 Tom Watkins and seconded by Elsa Stonebridge. Unanimous approval

MINUTES: Motion to accept minutes made by Tom Watkins and seconded by Theresa Bronkowski. Unanimous approval

LIBRARIAN'S REPORT: Motion to accept Librarian's Report as read made by Pat Knapp and seconded by Tom Watkins. Unanimous approval.

CORRESPONDENCE:

1. Receipt of 4th quarter allotment.
2. Receipt of State Aid.
3. Subpoena for Video Surveillance.
4. Receipt of 2019 Library Expenditures.
5. Thank you from Rug Hooking group for use of the library.
6. Thank you from magician.
7. Thank you from the Women of Pandora's Circle.

OLD BUSINESS:

1. New Jersey Library Construction Bond Act.

NEW BUSINESS:

1. 2020 1/3 mil
2. Facilities update:
 - a) Fans purchased and installed.
 - b) Concrete repaired.
 - c) Boy's restroom repaired.
3. Materials update:
 - a) Games will be circulated.
4. Pals Plus update.
5. Personnel Update:
 - a) Hiring Diana Swetlitschnyj as a library assistant.
Hiring Brian Sedita full time with full benefits. Motion made by Pat Knapp and seconded by Theresa Bronkowski to approve benefits.
Roll call: Andriani yes; Bronkowski yes; Knapp yes; Saunders yes; Stonebridge yes; Watkins yes;
Absent: D'Ambrosio.
 - b) Motion to increase Karen Rigamonti's pay from \$20.00 to \$25.00 made by Pat Knapp and seconded by Theresa Bronkowski.
Roll call: Andriani yes; Bronkowski yes; Knapp yes; Saunders yes; Stonebridge yes; Watkins yes;
Absent: D'Ambrosio.
6. Outreach Programming and services:
 - a) Shredding & used clothing and household items collection recap.
 - b) Health Fair recap.
 - c) Active Shooter presentation
 - d) Census applications for jobs.
7. Volunteer update
 - a) Two high school students and 1 from prosecutors' office doing community service.
8. 2019 Open House: Annual Holiday Gathering December 4, at 6:30.
9. Resolution No. 2019.1 2020 Bank Resolution. Motion made by Pat Knapp second by Debbie Andriani. Roll Call: Andriani yes; Bronkowski yes; Knapp yes; Saunders yes; Stonebridge yes; Watkins yes;
Absent: D'Ambrosio.
10. Resolution No. 2019.2 Legal Notice for 2020 Board Meetings. Motion made by Pat Knapp second by Debbie Andriani. Roll Call: Andriani yes; Bronkowski yes; Knapp yes; Saunders yes; Stonebridge yes; Watkins yes;
Absent: D'Ambrosio.
11. Resolution No. 2019.3 for 2020 Holiday Closings. Motion made by Tom Watkins and second by Debbie Andriani. Roll Call: Andriani yes; Bronkowski yes; Knapp yes; Saunders yes; Stonebridge yes; Watkins yes; Absent: D'Ambrosio.
12. Upcoming Library Activities, Events and closings, events and programs.
13. Early closing 11/27/19.
14. Trustee continuing education

FRIENDS OF THE LIBRARY:

1. Trip to Wind Creek Casino & Hotel 11/19/19.
2. Discussing trip to 9/11 memorial.

FOUNDATION:

1. Italian Family Style Dinner 1/20/20. Honoring American Legion.

FINANCIAL REPORT:

1. Motion to accept monthly report for October & November made by Patricia Knapp second by Theresa Bronkowski. Valerie D'Ambrosio and seconded by Debbie Andriani. Roll Call: Andriani yes; Bronkowski yes; Knapp yes; Saunders yes; Stonebridge yes; Watkins yes; Absent: D'Ambrosio.
2. Motion to pay bills awaiting approval for October & November made by Elsa Stonebridge second by Pat Knapp. Roll Call: Andriani yes; Bronkowski yes; Knapp yes; Saunders yes; Stonebridge yes; Watkins yes; Absent: D'Ambrosio.
3. 2020 Budget.

ANNOUNCEMENTS:

1. Open House December 4, 2019 at 6:30 pm.
2. Next Board meeting January 22, 2020.

ADJOURNMENT - Motion to adjourn made by Tom Watkins and seconded by Pat Knapp. Unanimous approval. Meeting adjourned at 8:50 PM.

Respectfully Submitted,

Elsa Stonebridge

Secretary