



**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 | totowapl.org

MINUTES OF THE MEETING OF December 14, 2021

MEETING CALLED TO ORDER BY Janet Saunders AT 5:33 pm

ROLL CALL --

PRESENT----

Debbie Andriani__x__ Theresa Bronkowski__x__ Valerie D'Ambrosio__x__ Pat Knapp__x__

Janet Saunders__x__ Elsa Stonebridge__x__ Tom Watkins__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 Theresa Bronkowski and seconded by Tom Watkins

Unanimous approval

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

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. Donation from Laurie Meyer in memory of Gen Wells
2. Donation from Catherine Cavallo for children's materials
3. Janet Saunders presented a check

OLD BUSINESS:

1. Resolution to award renovation contract to Javier Construction Motion made by Theresa Bronkowski and seconded by Pat Knapp
Unanimous approval
2. Resolution authorizing the Borough to proceed with agreement for the PSE & G Direct Install Energy Saver Program on the Library's behalf
3. New Jersey Library Construction Bond Act Renovation Project update
4. Janet Lee Saunders retirement-trustee vacancy Robert Coyle to be replacement
5. ARPA update
 - a) Reimbursement request & W9 submitted to the State Library

NEW BUSINESS:

1. Facilities update:
2. Materials, Outreach, Programming, Purchases and Services update:
3. PALS PLUS Updates: Annemarie being signed as representative
4. Personnel update: New Page hired
5. Volunteer update: Court mandated volunteer should start soon

FRIENDS OF THE LIBRARY:

FOUNDATION:

FINANCIAL REPORT:

1. Motion to accept monthly financial report for December made by Pat Knapp 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

2. Motion to pay bills for December 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

3. 2022 Salary Guide & 2022 Budget still to be addressed

ANNOUNCEMENTS:

1. Next Board of Trustee Meeting January 26, 2022

ADJOURNMENT – Motion to adjourn made by Tom Watkins and seconded by Pat Knapp

Unanimous approval.

MEETING ADJOURNED AT 5:55 pm.

RESPECTFULLY SUBMITTED:

ELSA STONEBRIDGE, SECRETARY