

MINUTES OF THE MEETING OF APRIL 24, 2019

Meeting was called to order by Pat Knapp at 7:05 p.m.

ROLL CALL VOTE: Present - Theresa Bronkowski, Valerie D' Ambrosio, Patricia Knapp, Elsa Stonebridge, Tom Watkins

ABSENT: Debbie Andriani, Janet Saunders

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 Theresa Bronkowski. Unanimous approval

MINUTES: Motion to accept minutes made by Tom Watkins and Seconded by Theresa Bronkowski.

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

CORRESPONDENCE:

1. Letter from American Legion Post 227 regarding installation meeting.
2. Letter from Samantha Mendez, a young child apologizing for not returning a book.
3. Coupons from Burger King. (donations).
4. Letter from Girl Scout Daisy Troup 97692.
5. Receipt from Salvation Army- picked up old books.
6. Letter from Lakeland Bank- Highlands became Lakeland.

OLD BUSINESS:

1. New Jersey Library Construction Bond Act.
 - 1.A) NJ Annual Survey was filed 3/12/19
2. Town wide Garage Sale 4/27/19 (130 Families). Shredding and Electronic Recycling also.

NEW BUSINESS:

1. Annual Financial Disclosure (s)
2. Personnel update: Brian is going to be a notary.
3. Facilities update-electric was updated.
 1. We had a bomb scare 4/16/19.
 2. Annemarie now has access to cameras.
 3. Staff did clean up.
 4. Bees were sprayed.

5. Internet Acceptable Use Policy and Charging Station Policy needs policy for Children's Room- 30 minute sessions.
6. Photo Loan to Lakeland Bank.
7. Library Programs.
8. Remembering the Holocaust Essay Contest and event.

FRIENDS OF THE LIBRARY:

1. Atlantic City trip went well. Planning to do every other month.

FOUNDATION:

1. Off premise 50/50.
2. Donor Wall.
3. Italian Family Style Dinner report- made profit of about \$10,600.00.

FINANCIAL REPORT:

1. Motion to accept monthly report for April made by Val D'Ambrosio seconded by Theresa Bronkowski. **ROLL CALL VOTE:** Theresa Bronkowski, yes; Val D'Ambrosio, yes; Pat Knapp, yes; Elsa Stonebridge, yes.; Tom Watkins, yes.
Absent- Debbie Andriani and Janet Saunders.
2. Motion to accept Profit and Loss made by Val D'Ambrosio and seconded by Theresa Bronkowski. **ROLL CALL VOTE:** Theresa Bronkowski, yes; Val D'Ambrosio, yes; Pat Knapp, yes; Elsa Stonebridge, yes; Tom Watkins, yes.
Absent- Debbie Andriani and Janet Saunders.
3. Motion to pay bills awaiting approval for April made by Theresa Bronkowski and seconded by Val D'Ambrosio. **ROLL CALL VOTE:** Theresa Bronkowski, yes; Val D'Ambrosio, yes; Pat Knapp, yes; Elsa Stonebridge, yes; Tom Watkins, yes.
Absent- Debbie Andriani and Janet Saunders.

ANNOUNCEMENTS:

1. Next Board of Trustee Meeting- May 22, 2019.
2. Rotary Wine Tasting Fund Raiser – June 7, 2019.

ADJOURNMENT - Motion to adjourn made by Tom Watkins and seconded by Val D'Ambrosio. Unanimous approval. Meeting adjourned at 8:10 PM.

Respectfully Submitted,

Elsa Stonebridge

Secretary