

MINUTES OF THE MEETING OF February 24, 2021

MEETING CALLED TO ORDER BY Janet Saunders at 7:15 pm

ROLL CALL VOTE:

PRESENT:

Debbie Andriani x Theresa Bronkowski x Valerie D'Ambrosio x

Patricia 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: Valerie D'Ambrosio and seconded by Theresa Bronkowski. Unanimous approval.

MINUTES: Motion to accept minutes as read made by: Valerie D'Ambrosio and seconded by: Theresa Bronkowski. Unanimous approval

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

CORRESPONDENCE:

- 1) **454 Mechanical Preventive Maintenance Agreement**
- 2) **Proposal from Advanced Plumbing-burst pipe repaired and needs additional repair**
- 3) **Proposal from Arrow Elevator-\$1700.00 repair needed**
- 4) **Proposal from Mullen Roofing-\$52,000.00. We would like to get another estimate**

OLD BUSINESS:

- 1) **N.J. Library Construction Bond Act (A222/S2171) Anne signed grant**
- 2) **2021 Survey (2020 Data year)- should be completed soon**

NEW BUSINESS:

- 1) **Facilities update: issues with heating system, elevator and restrooms are being addressed**
- 2) **Materials & Services: More electronic books being purchased. Meeting with PV representatives. Annemarie doing virtual programming. We are helping seniors register for Covid Vaccine.**
- 3) **Pals Plus: Automatic renewal is live. Kearney and Belleville are joining consortium**
- 4) **Personnel update: discussing working from home for a period of time if an employee travels. Staff appreciation day**
- 5) **Outreach, Programming & Services: discussing partnering with Woodland Park for Farmers market**
- 6) **Volunteer update: nothing new at this time. Limiting volunteers during pandemic.**
- 7) **Plans for 2021: Facility renovation**

FRIENDS OF THE LIBRARY:

1. Lakeland Bank
2. Outdoor premise, off premise 50/50

FOUNDATION:

1. Irish Dinner update: over 200 dinners sold, some being donated

FINANCIAL REPORT:

- 1) Motion to accept monthly financial report for February made by:

Val D'Ambrosio and seconded by: Theresa Bronkowski

Roll call:

Debbie Andriani__yes_ Theresa Bronkowski__yes_ Valerie D'Ambrosio __yes__

Patricia Knapp__yes_ Janet Saunders__yes_ Elsa Stonebridge__yes__

Tom Watkins__yes

- 2) Motion to pay bills awaiting approval for October through January made
by: Debbie Andriani and seconded by: Pat Knapp

- 3) Roll call:

Debbie Andriani__yes_ Theresa Bronkowski__yes__

Valerie D'Ambrosio __yes_ Patricia Knapp__yes__

Janet Saunders__yes_ Elsa Stonebridge__yes__

Tom Watkins__yes__

- 4) 2021 Budget Update

ANNOUNCEMENTS:

- 1) Annual Read Aloud March 15, 2021 at 6:00 pm via Facebook
- 2) Next Board of Trustee Meeting 3/24/21

**ADJOURNMENT – Motion to adjourn made by: Elsa Stonebridge and seconded
by: Pat Knapp Unanimous approval**

MEETING ADJOURNED AT 8:05

RESPECTFULLY SUBMITTED:

ELSA STONEBRIDGE, SECRETARY