

MINUTES OF THE MEETING OF _____ October 28, 2020

MEETING CALLED TO ORDER BY _____ Janet Saunders AT _____ 7:05 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 absent

ABSENT -- Tom Watkins

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: Valerie D'Ambrosio
unanimous approval

MINUTES: Motion to accept minutes as read made by: Valerie D'Ambrosio 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) 2019 Audit Letter to Corrado and Corrado

OLD BUSINESS:

- 1) N.J. Library Construction Bond Act
- 2) Pandemic reopening policy and plan

NEW BUSINESS:

1) 2019 State Aid

2) 2021 1/3 Mil received

3) Resolution No. 2020.1 Lakeland Bank as the banking institution

Motion to accept made by Valerie 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__absent__

4) Resolution No. 2020.2 to approve Board of Trustee Meetings for 2021 and the reorganization meeting for 2022.

Motion to accept made by: Theresa Bronkowski and seconded by: Valerie

D'Ambrosio

Roll Call:

Debbie Andriani__yes_ Theresa Bronkowski__yes_ Valerie D'Ambrosio __yes__

Patricia Knapp__yes_ Janet Saunders__yes_ Elsa Stonebridge__yes__

Tom Watkins__absent__

5) Resolution No. 2020.3 2021 Holiday closings.

Motion to accept made by: Valerie 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__absent__

- 6) **Facilities Update: Thermal Scanners installed and air ducts cleaned**
- 7) **Pals Plus Update: More libraries open and are now taking credit cards**
- 8) **Personnel Update: none**
- 9) **Outreach programming, materials and services:**

a) **Tool library agreement and policy: Motion to accept made by:**

Valerie 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__absent__

b) **Library of Things Policy agreement and policy: Motion to accept
made by: Theresa Bronkowski and seconded by: Valerie D'Ambrosio**

Roll call:

Debbie Andriani__yes_ Theresa Bronkowski__yes_ Valerie

D'Ambrosio __yes_ Patricia Knapp__yes_ Janet

Saunders__yes_ Elsa Stonebridge__yes_

Tom Watkins__absent__

10) **Volunteer update: None**

11) **Town Wide Garage Sale Update: Successful for the most.**

12) **Trustee Education**

FRIENDS OF THE LIBRARY:

FOUNDATION:

FINANCIAL REPORT:

1) Revised 9/20/20 Balance sheet

2) Motion to accept monthly financial report for October made by: Pat Knapp
and seconded by: Elsa Stonebridge

Roll call:

Debbie Andriani__yes_ Theresa Bronkowski__yes__ Valerie D'Ambrosio __yes__

Patricia Knapp__yes__ Janet Saunders__yes__ Elsa Stonebridge__yes__

Tom Watkins__absent

3) Motion to pay bills awaiting approval for October made by: Valerie

D'Ambrosio and seconded by: Elsa Stonebridge

Roll call:

Debbie Andriani__yes_ Theresa Bronkowski__yes__ Valerie D'Ambrosio

__yes__ Patricia Knapp__yes__ Janet Saunders__yes__ Elsa

Stonebridge__yes__

Tom Watkins__absent

4) 2020 Budget and Salary Guide

a) Motion to accept 2020 budget made by: Pat Knapp and seconded by:

Debbie Andriani

b) Roll call:

Debbie Andriani__yes_ Theresa Bronkowski__yes__ Valerie D'Ambrosio __yes__

Patricia Knapp__yes__ Janet Saunders__yes__ Elsa Stonebridge__yes__

Tom Watkins__absent

c) **Motion to accept salary guide made by: Pat Knapp 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 __absent

ANNOUNCEMENTS: Next Board of Trustee Meeting 11/18/20

**ADJOURNMENT – Motion to adjourn made by: Debbie Andriani and seconded
by: Valerie D'Ambrosio. Unanimous approval**

MEETING ADJOURNED AT 8:20

RESPECTFULLY SUBMITTED:

ELSA STONEBRIDGE, SECRETARY