



**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

**Agenda for Meeting  
Wednesday, December 28, 2022 – 7 pm  
Reading Room**

- I. Call to order  
Open Public Meeting Act (Sunshine Law) In accordance with the Open Public Meetings Act, this meeting was advertised by annual legal notices in *The Record & The Herald News* as well as posting said information in the Library and Borough Hall.
- II. Portion of Meeting Open to Public
- III. Roll Call
- IV. Approval of Board Meeting Minutes
- V. Correspondence
  - Donation and card from Sara Goldstein
  - Donation from John P and Grace L. Soldoveri Foundation
  - Donation from Janet Saunders
- VI. Director's Report
  - Facilities Update
  - Materials & Services
  - Outreach and Programming
  - PALS Plus Update
  - Personnel Update
  - Future plans
  - Statistics
  - Volunteer Update
- VII. Committee Reports
  - Budget & Finance – Thomas Watkins, Valerie D'Ambrosio and Theresa Bronkowski
  - Building and Grounds – Thomas Watkins, Debra Andriani and Patricia Knapp
  - Personnel & Policy – Thomas Watkins, Robert Coyle and Elsa Stonebridge
  - Strategic Planning – Thomas Watkins, Debra Andriani and Patricia Knapp
- VIII. Old Business
  - Renovation Update
  - Renovation Project Dedication Plaque
  - Annual Open House
  - Continuing Education Assignment



**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

IX. New Business

- Budget Estimate for Window Wall Replacement from Coppa Montalabano Architects
- Budget estimate for VAV Box installation from 454 Mechanical Inc.
- Budget estimate for sign replacement
- Resolution earmarking funds for Capital Improvements
- Resolution transferring funds from Operating Account into Operating Reserve
- Resolution for 2023 Holiday Closings

X. Friends of the Library

XI. Foundation

XII. Financial Report

- Monthly Report
- Bills Awaiting Approval
- 2023 Budget and Salary Guide

XIII. Announcements

- Next Board of Trustee Meeting 1.28.23– Reorganization Meeting at 6:30 pm followed by the Regular meeting at 7pm

XIV. Adjournment