



**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, January 25, 2023 – 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**

- First Quarter Allotment Request
- 2022 NJSL24APP – Application for State Aid
- Funding from Local Library Support Fund
- Email from NJ State Library
- Email from Carmen Fugate

**VI. Directors' Report**

- Facilities update
- Materials & Services
- Outreach & Programming
- PALS Plus
- Personnel update
- Plans for 2023
- Statistics
- Volunteer update



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**VII. Committee Reports**

- Budget & Finance
- Building and Grounds
- Personnel & Policy
- Strategic Planning

**VIII. Old Business**

- HVAC installation
- Renovation Dedication Plaque
- Annual Open House

**IX. New Business**

- Resolution for 2023 Banking
- Quote (s) for Weekly Building Cleaning Services
- Resolution for 2023 Cleaning Services
- Quote for sign replacement
- 2023 Continuing Education Requirement plan

**X. Friends of the Library**

- AC Trip
- Hunterdon Playhouse

**XI. Foundation**

- Calendar Raffle
- Irish Dinner to Go



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**XII. Financial Report**

- a) Monthly Report
- b) Bills Awaiting Approval
- c) 2023 Budget Update & Salary Guide

**XIII. Announcements**

- a) Next Board of Trustee Meeting - February 22, 2023
- b) Annual Read Aloud Date TBA

**XIV. Adjournment**