



## BOARD OF TRUSTEES OF THE BOROUGH OF TOTOWA PUBLIC LIBRARY

### **Agenda for Meeting**

Wednesday, December 17, 2025 at 7:00 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 from Janet Saunders

#### **VI. Director's Report**

#### **VII. Committee Reports**

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

## **VIII. Old Business**

- Passport Acceptance Facility

## **IX. New Business**

- Resolution for 2026 Holiday Closings
- Resolution to transfer unexpended funds to Operating Reserve Account and Capital Account
- Notary Service Policy
- 2025 Annual Report Letter to Chief Financial Officer
- 2025 Report to the Community

## **X. Friends of the Library**

- Plans for 2026

## **XI. Foundation**

- 2026 Flavors of the World International Buffet

## **XII. Financial Report**

- Monthly Report
- Bills Awaiting Approval
- 2026 Budget & Salary Guide

## **XIII. Announcements**

## **XIV. Next Board of Trustee Meeting     1.28.26**

## **XV. Adjournment**

