



**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

MINUTES OF THE MEETING OF April 24, 2024

MEETING CALLED TO ORDER BY Tom Watkins AT 7:15 P.M.

ROLL CALL VOTE --

PRESENT---

Theresa Bronkowski, Robert Coyle, Patricia Capitelli, Valerie D'Ambrosio,

Elsa Stonebridge, Tom Watkins

ABSENT – Mayor Coiro, Sanders Reynoso

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 Robert Coyle
unanimous approval**

**MINUTES ---Motion to accept minutes as read made by Theresa Bronkowski and seconded by Robert Coyle
unanimous approval**

**LIBRARIAN'S REPORT---Motion to accept Librarian's Report as read made by Robert Coyle and seconded by Theresa Bronkowski
unanimous approval**

CORRESPONDENCE:

- 1. 2023 Audit Engagement Letter from Lerch, Vinci & Bliss.**
- 2. Donation from the Furnare Kiss Family for \$200.**

DIRECTORS REPORT:

1. FACILITIES UPDATE:

- a. Building examined for damage after the earthquake, no damage found.**

2. MATERIALS & SERVICES:

- a. Solar Eclipse was well enjoyed.**

3. OUTREACH & PROGRAMMING:

- a. New Yoga teacher is going well.**
- b. NJDMV had many people attend. They will come back May 10.**
- c. Town Wide Garage Sale April 27 and 28.**
- d. Anne attended the installation dinner and ceremony at the American Legion.**
- e. Memorial Day Parade – we will have candy to pass out.**

4. PALS PLUS:

- a. They will keep reading history once you opt in.**

5. PERSONNEL:

- a. New Page Daniel Muniz started.**

6. STATISTICS:

- a. Digital contact has really increased.**
- b. Statistics are steadily increasing.**

7. VOLUNTEER UPDATE:

- a. New PV volunteer coming twice a week.**
- b. We had a ceremony for the Step 21 volunteers.**

COMMITTEE REPORTS:

1. BUDGET & FINANCE:

- a. No Report**

2. BUILDING & GROUNDS:

- a. Bench with children was added. Boro Landscaping will install the pavers at no cost. We will pay for the pavers.**
- b. Considering hiring Boro Landscaping for maintenance of grounds.**

3. PERSONNEL & POLICY:

No Report

4. STRATEGIC PLANNING

No Report

OLD BUSINESS:

1. **Open House 2024 Recap – went very well. There were 125 attendees.**

Pat Knapp was honored.

NEW BUSINESS:

1. **Proposal from Commerro Coppa for the Lower Level Renovation.**
2. **Proposal from Naturals 2 Go for a Vending Machine – decided not to participate.**
3. **2024 Financial Disclosure Statements update – most are done.**

FRIENDS OF THE LIBRARY:

1. **Atlantic City Trip**
2. **River Cruise Trip**
3. **Friends of the Library Hoedown 9/17/24 at the American Legion**

FOUNDATION:

1. 2024 Scholarship
2. 2025 Italian Family Style Dinner – January 20

FINANCIAL REPORT:

1. Motion to accept report for April made by Valerie D'Ambrosio and seconded by Patricia Capitelli

ROLL CALL VOTE—

PRESENT--- Theresa Bronkowski, Robert Coyle, Patricia Capitelli, Valerie D'Ambrosio, Elsa Stonebridge, Tom Watkins

ABSENT -Mayor Coiro, Sanders Reynoso

2. Motion to pay bills for April made by Valerie D'Ambrosio and seconded by Robert Coyle

ROLL CALL VOTE---

PRESENT--- Theresa Bronkowski, Robert Coyle, Patricia Capitelli, Valerie D'Ambrosio, Elsa Stonebridge, Tom Watkins

ABSENT: Mayor Coiro, Sanders Reynoso

ANNOUNCEMENTS:

1. Next Board of Trustee Meeting – May 22nd, 2024

ADJOURNMENT – Motion to adjourn made by Valerie D'Ambrosio and seconded by Robert Coyle. Unanimous approval

MEETING ADJOURNED AT 8:30 P.M.

RESPECTFULLY SUBMITTED:

ELSA STONEBRIDGE, SECRETARY