



**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 March 27, 2024

MEETING CALLED TO ORDER BY Tom Watkins AT 7:05 P.M.

ROLL CALL VOTE --

PRESENT---

Theresa Bronkowski, Robert Coyle, Elsa Stonebridge, Tom Watkins, Sanders Reynoso

ABSENT – Mayor Coiro, Valerie D’Ambrosio

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 Robert Coyle and seconded by Theresa Bronkowski
unanimous approval**

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

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

OATH OF OFFICE FOR SANDERS REYNOSO

CORRESPONDENCE:

- 1. N.J. Annual Survey Certification – Survey was submitted on time.**
- 2. Second Quarter Allotment Request Done.**
- 3. Letter(s) from American Legion Post 227 – Invitation to installation of officers.**
Invitation to participate in Memorial Day Parade, May 26.
- 4. Donations received in memory of Otilie Furnare Kiss.**
- 5. CD Lakeland Bank renewal received.**

DIRECTORS REPORT:

- 1. FACILITIES UPDATE:**
 - a. New aquarium has arrived.**
 - b. Children's room furniture deep cleaned.**
 - c. Looking into pavers for front.**
 - d. Bench will be arriving soon.**
- 2. MATERIALS & SERVICES:**
 - a. Weeding books in Children's Library.**

3. OUTREACH & PROGRAMMING:

- a. Reiki Group started.
- b. New Yoga coach with classes on Tuesdays and Thursdays.
- c. Narcotics Anonymous group started on Thursday nights.

4. PALS PLUS:

- a. Meeting was held here.

5. PERSONNEL:

- a. Alexa was hired as a part time page.

6. STATISTICS:

7. VOLUNTEER UPDATE:

- a. PV students are still coming in.
- b. Step 21 volunteers are coming in.

COMMITTEE REPORTS:

1. BUDGET & FINANCE:

- a. Lakeland Bank CD is coming due. Motion made by Theresa Bronkowski and seconded by Robert Coyle to renew for 9 months.

ROLL CALL VOTE:

PRESENT – Theresa Bronkowski, Robert Coyle, Elsa Stonebridge,

Tom Watkins, Sanders Reynoso

ABSENT- Mayor Coiro, Valerie D'Ambrosio

- b. Motion made by Robert Coyle and seconded by Theresa Bronkowski to accept budget as presented.

ROLL CALL VOTE:

PRESENT – Theresa Bronkowski, Robert Coyle, Elsa Stonebridge, Tom Watkins,

Sanders Reynoso

ABSENT – Mayor Coiro, Valerie D'Ambrosio

2. BUILDING & GROUNDS:

No Report

3. PERSONNEL & POLICY:

No Report

4. STRATEGIC PLANNING

No Report

OLD BUSINESS:

1. Open House Details and Plaques – April 9, 6:00. Mailing to entire community inviting their attendance. We will present a plaque to Pat Knapp and Debbie Andriani.
2. Annual Survey
3. Aquarium update

NEW BUSINESS:

1. Lower Level Renovation Project

FRIENDS OF THE LIBRARY:

1. Bunco night recap – Night was well attended.

2. Trip to Atlantic City – sold out
3. River Cruise – sold out
4. Hoe Down

FOUNDATION:

1. Calendar Raffle

FINANCIAL REPORT:

1. Motion to accept report for March made by Elsa Stonebridge and seconded by Robert Coyle

ROLL CALL VOTE—

PRESENT--- Theresa Bronkowski, Robert Coyle, Elsa Stonebridge, Tom Watkins, Sanders Reynoso

ABSENT -Mayor Coiro, Valerie d’Ambrosio

2. Motion to pay bills for March made by Elsa Stonebridge and seconded by Sanders Reynoso

ROLL CALL VOTE---

PRESENT--- Theresa Bronkowski, Robert Coyle, Elsa Stonebridge, Tom Watkins, Sanders Reynoso

ABSENT: Mayor Coiro, Valerie D’Ambrosio

ANNOUNCEMENTS:

1. Open House April 9, 2024

2. Next Board of Trustees Meeting – April 24, 2024

**3. Borough wide Garage Sale, Shredding Event and Clothing Collection – April 27,
2024**

ADJOURNMENT – Motion to adjourn made by Samders Reynoso and seconded by

Robert Coyle. Unanimous approval

MEETING ADJOURNED AT 8:35 P.M.

RESPECTFULLY SUBMITTED:

ELSA STONEBRIDGE, SECRETARY