



**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

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MINUTES OF THE MEETING OF April 27, 2022

MEETING CALLED TO ORDER BY Tom Watkins AT 7:20 P.M.

ROLL CALL --

PRESENT----

**Debbie Andriani, Theresa Bronkowski, Robert Coyle, Valerie D'Ambrosio, Elsa Stonebridge,
Tom Watkins**

ABSENT – Pat Knapp – Pat Knapp arrived 7:45 P.M.

**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**

**MINUTES ---Motion to accept minutes as read made by Valerie D'Ambrosio and seconded by Theresa
Bronkowski**

CORRESPONDENCE:

- a. Letter from Carmen Fugate asking for 60 days leave of absence, May 23 – August 1, 2022.

DIRECTORS REPORT:

1. Facilities update:

Roof will hopefully start next week. Mayor has agreed that the town would pay \$41,850 toward the roof replacement. The Foundation donated \$30,000 towards furniture. The Friends donated \$6,265 towards furniture.

2. Materials and services: Will be weeding out about 1,000 books.

3. Outreach & programming: Still working on starting a business group.

Book Fair in Clifton for the county.

4. Personnel: Phil is still here. Dawn Barbados Schiavo started as a part timer. Gianna Gaboda hired as a page.

5. Future Plans:

6. Statistics:

7. Volunteer update: Passaic Valley & PCTI volunteers helped with the Rummage Sale.

OLD BUSINESS:

- a. **New Jersey Library Construction Bond Act/Renovation Status. Most of the windows have been installed. Furniture has been ordered.**

COMMITTEE REPORTS:

- 1. Budget & Finance**
- 2. Building & Grounds**
- 3. Personnel & Policy**
- 4. Strategic Planning**

NEW BUSINESS:

- a. **2021 Financial Disclosure Statements update – there are a couple still outstanding.**

FRIENDS OF THE LIBRARY:

- a. Rummage Sale Recap – Made \$400 on shredding. Total made was \$4,200.

FOUNDATION:

- 1, Furniture Donation – Foundation donated \$30,000.
2. Italian Family Style Dinner – October 3rd, 2022

FINANCIAL REPORT:

1. Motion to accept monthly financial report for April made by Valerie D’Ambrosio and seconded by Robert Coyle

Roll Call: Debbie Andriani, Theresa Bronkowski, Robert Coyle, Valerie D’Ambrosio, Pat Knapp, Elsa Stonebridge, Tom Watkins

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

Roll Call: Debbie Andriani, Theresa Bronkowski, Robert Coyle, Valerie D’Ambrosio, Pat Knapp, Elsa Stonebridge, Tom Watkins

3. 2022 Salary Guide and 2022 Budget – on hold until next meeting.

ANNOUNCEMENTS:

- a. Next Board of Trustee Meeting – May 25th, 2022

ADJOURNMENT – Motion to adjourn made by Valerie D’Ambrosio and seconded by Theresa Bronkowski

MEETING ADJOURNED AT 8:10 P.M.

RESPECTFULLY SUBMITTED:

ELSA STONEBRIDGE, SECRETARY