



**MINUTES OF THE MEETING OF** November 19<sup>th</sup> 2025

**MEETING CALLED TO ORDER BY** Val D'Ambrosio **AT** 7:20pm

**ROLL CALL VOTE---**

**PRESENT----**

Mayor Coiro/Sanders Reynoso Theresa Bronkowski\_\_X\_\_ Robert Coyle\_\_X\_\_ Patricia Capitelli Valerie D'Ambrosio \_\_X\_\_ Elsa Stonebridge\_\_X\_\_ Tom Watkins\_\_\_\_\_

**ABSENT --** Coiro, Reynoso, Capitelli, Watkins

**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 \_\_\_\_\_and seconded by \_\_\_\_\_ unanimous approval

**MINUTES ---**Motion to accept minutes as read made by Bronkowski \_\_\_\_\_and seconded by D'Ambrosio \_\_\_\_\_ unanimous approval

**CORRESPONDENCE—**Donation for \$2500 received from Soldoveri Foundation

## **DIRECTORS REPORT**

### **Facilities**

- ADA door situation was remedied
- Mail box was installed
- I will be reaching out to the Building & Grounds committee to discuss possible 2026 projects as well as Coppa Montalbano

### **Collection & Materials**

- We are working with Barnes and Noble and PALS Plus is trying to establish if we can purchase materials collectively as a group with Brodart

### **Outreach, Programming, and Services Highlights**

#### **October – see attached program attendance**

- Miss Michele's Halloween Bash was hit! We are going to bring her back in December. Unfortunately, Miss Jackie is moving and cannot teach Children's Yoga. Thankfully Miss Judy became certified in Children's Yoga as well as Special needs
- The Totowa Library Mandolin Orchestra is having a Holiday Concert on December 11 at 1 pm. At this concert there will be a charitable gift presentation to the Foundation in memory of a beloved friend of John Florida, Walter Ciz. There will be a reception afterwards.

### **Community Services**

- We expect to be receiving the Military Banners and will be contacting families to come and collect and hold until the spring
- We are gearing up to once again assist Mark & the Board of Recreation with the signups and distribution of bibs/ shirts for the annual Turkey Trot. Last year you may recall we served over 900 people @ the library ahead of the Race. Additionally, Senator Corrado is hosting a food drive to be held in conjunction with the event.
- As a reminder NJ MVC is coming in December for a week, signups open up at 11 am on November 24
- Regarding becoming a Passport Acceptance Agent - I completed the Official Acceptance Facility Designation Request packet, the next step will be training for staff
- Ashley & Jamie completed the Notary exam, the next steps is to take an oath, purchase seal etc.

### **New Programs**

- New in 2026 Spanish Language Learning Program for children – fun, interactive and engaging. This will be led by a volunteer.

### **PALS Plus**

- Pals Plus General membership meeting was on October 23, 2025. Luca Manna is in process of working with Brodart to see if they will serve us as a consortium. Currently Broad art is only working with libraries that have a book budget of 150K.

### **Personnel**

- We were advised on November 7, 2025 that the Borough is joining other public entities in membership in the Bergen Municipal Employee Benefits Insurance Fund effective 1/1/2026
- The staff were required to complete cyber training fir internet safety

## Statistics

- See attached

## Volunteers

- Donna continues to volunteer on Tuesday mornings
- Kaetlyn continues to come in to help Annemarie and Jamie

**2025 Plans** Time to start making 2026 plans .

**OLD BUSINESS**—Passport Acceptance Facility processed. They will be setting up training.

**NEW BUSINESS**—PALS Plus 2026 voting representative resolution.

FRIENDS OF THE LIBRARY – Annual Christmas party will be December 4<sup>th</sup>.

FOUNDATION- 2026 Fundraiser-Feb 12,2026 at The Grand. It will be an international buffet.

FINANCIAL REPORT –

1. Motion to accept report for November made by Coyle and seconded by D'Ambrosio

ROLL CALL VOTE-

PRESENT-

Mayor Coiro \_\_ Theresa Bronkowski X Robert Coyle X Patricia Capitelli \_\_

Valerie D'Ambrosio X Sanders Reynoso \_\_ Elsa Stonebridge X

ABSENT -- Coiro,Reynoso,Capitelli, Watkins

Announcements: Next Board meeting 12/17/2025

ANNOUNCEMENTS:

**ADJOURNMENT** – Motion to adjourn made by \_\_\_\_ **D'Ambrosio** \_\_\_\_ and seconded by  
\_\_\_\_ **Bronkowski** \_\_\_\_ Unanimous approval

MEETING ADJOURNED AT \_\_\_\_ **8:00 pm** \_\_\_\_

**RESPECTFULLY SUBMITTED:**

**ELSA STONEBRIDGE, SECRETARY**