

**MINUTES OF THE MEETING OF** April 21, 2021

**MEETING CALLED TO ORDER BY** Janet Saunders **AT** 7:10 pm

**ROLL CALL VOTE---**

**PRESENT----**

Debbie Andriani \_\_x\_\_ Theresa Bronkowski \_\_x\_\_ Valerie D'Ambrosio \_\_x\_\_ Janet  
Saunders \_\_x\_\_ Elsa Stonebridge \_\_x\_\_ Tom Watkins \_\_x\_\_

**ABSENT --** Pat Knapp

**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 Val D'Ambrosio  
unanimous approval

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

**LIBRARIAN'S REPORT**—Motion to accept Librarian's Report as read made by: Tom Watkins and seconded by Theresa Bronkowski unanimous approval

**CORRESPONDENCE:**

1. Second quarter allotment request sent up.
2. Fully executed grant agreement.
3. Email request from VHB Brinkerhoff.
4. CMA professional agreement.
5. Letter from Senator Kristin Corrado +
6. gratitude for help with food drive. Food drive was very successful. Washington Park School was a big supporter.

**OLD BUSINESS:**

1. New Jersey Library Construction Bond Act & renovation status.
2. Library reopening update- We are open! Staff is fully vaccinated. Cleaning is done every day. We are open for groups to meet.

**NEW BUSINESS:**

1. Resolution memorializing the signed Grant Agreement between the State of NJ and the Borough of Totowa on behalf of the Totowa Public Library Motion made to accept made by Valerie D'Ambrosio seconded by Debra Andriani.

Roll Call: Debbie Andriani \_\_\_x\_\_\_ Theresa Bronkowski \_\_\_x\_\_\_ Valerie D'Ambrosio \_\_\_x\_\_\_  
Janet Saunders \_\_\_x\_\_\_ Elsa Stonebridge \_\_\_x\_\_\_ Tom Watkins \_\_\_x\_\_\_

**ABSENT** -- Pat Knapp

2. Resolution memorializing the appointment of architect for renovation project. Motion to accept made by Tom Watkins seconded by Theresa Bronkowski.

Roll Call: Debbie Andriani \_\_\_x\_\_\_ Theresa Bronkowski \_\_\_x\_\_\_ Valerie D'Ambrosio \_\_\_x\_\_\_  
Janet Saunders \_\_\_x\_\_\_ Elsa Stonebridge \_\_\_x\_\_\_ Tom Watkins \_\_\_x\_\_\_

**ABSENT** -- Pat Knapp

3. **Facilities update: elevator repaired, roof addressed, HVAC addressed**
4. **Materials, Outreach, Programming, Purchases and Services update: Farmers Market, Book discussion, collecting plastic bags and shredding event all proceeding.**
5. **PALS PLUS Updates: lift quarantine on materials**
6. **Personnel & Volunteers update: Hired new page.**
7. **2020 Financial Disclosure statements update.**

**FRIENDS OF THE LIBRARY:**

1. **Meeting to be announced.**

**FOUNDATION:**

1. **Barbecue Dinner Fundraiser: being considered for June.**

**FINANCIAL REPORT:**

1. **Motion to accept monthly financial report for April made by Debbie Andriani seconded by Theresa Bronkowski.**

**Roll Call: Debbie Andriani\_\_x\_\_ Theresa Bronkowski\_\_x\_\_ Valerie D'Ambrosio\_x\_\_  
Janet Saunders\_\_x\_\_ Elsa Stonebridge\_\_x\_\_ Tom Watkins\_\_x\_\_**

**ABSENT -- Pat Knapp**

2. **Motion to pay bills for April awaiting approval made by Debbie Andriani seconded by Theresa Bronkowski.**

**Roll Call: Debbie Andriani\_\_x\_\_ Theresa Bronkowski\_\_x\_\_ Valerie D'Ambrosio\_x\_\_  
Janet Saunders\_\_x\_\_ Elsa Stonebridge\_\_x\_\_ Tom Watkins\_\_x\_\_**

**ABSENT -- Pat Knapp**

3. **2021 Salary Guide & 2021 Budget.**

**ANNOUNCEMENTS:**

- 1. Shredding event**
- 2. Farmers Market Fridays May 14th- July 30<sup>th</sup>.**
- 3. Town Wide Garage Sale Saturday September 25, 2021. Allowed Sunday as well.**
- 4. Next Board of Trustee Meeting May 26, 2021.**

**ADJOURNMENT** – Motion to adjourn made by Tom Watkins seconded by Theresa Bronkowski  
unanimous approval.

**MEETING ADJOURNED AT 8:27 pm.**

**RESPECTFULLY SUBMITTED:**

**ELSA STONEBRIDGE, SECRETARY**