



BOROUGH OF TOTOWA PUBLIC LIBRARY

537 Totowa Road | Totowa NJ, 07512

973-790-3265 | fax 973-790-0306 | www.totowapl.org

Agenda for Meeting Wednesday, December 18, 2024– 7 pm Reading Room

- I. Call to order
Open Public Meeting Act (Sunshine Law) In accordance with the Open Public Meetings Act, this meeting was advertised by annual legal notices in *The Record & The Herald News* as well as posting said information in the Library and Borough Hall.
- II. Portion of Meeting Open to Public
- III. Roll Call
- IV. Approval of Board Meeting Minutes
- V. Correspondence
 - Email from Mark Fontanella
 - Letter from Elizer Cardona
 - Notification from Provident Bank
 - Donation from John P and Grace L. Soldoveri Foundation
 - Donation from American Legion Post 227
 - Donation from Tony's Auto Body
 - Donation and note from Catherine Cavallo
- VI. Director's Report
 - Facilities Update
 - Materials & Services
 - Outreach and Programming
 - PALS Plus Update
 - Personnel Update
 - Statistics
 - Volunteer Update
- VII. Committee Reports
 - Budget & Finance – Thomas Watkins, Valerie D'Ambrosio and Theresa Bronkowski
 - Building and Grounds – Thomas Watkins, Mayor John Coiro and Robert Coyle
 - Personnel & Policy – Thomas Watkins, Elsa Stonebridge and Patricia Capitelli

- Strategic Planning – Thomas Watkins, Mayor John Coiro/Councilman Sanders Reynoso and Theresa Bronkowski

VIII. Old Business

- Lower Level Renovation Project
- Passport Acceptance Office
- Dell Computer Purchase
- Strategic Plan
- Digital Sign Purchase
- Furniture Purchase
- Update on American Document Solutions invoice
- 2025 Plans

IX. New Business

- Resolution for Lower Level Improvements
- Resolution transferring funds from Operating Account into Capital Account for Lower Level Improvements
- Nextiva Contract
- 2024 Annual Report Letter for Chief Financial Officer
- 2024 Report to the Community

X. Friends of the Library

XI. Foundation

- Italian Family Style Dinner 2025

XII. Financial Report

- Monthly Report
- Bills Awaiting Approval
- 2025 Budget & Salary Guide

XIII. Announcements

- Next Board of Trustee Meeting 1.22.25– **Reorganization Meeting at 6:30 pm** followed by the Regular meeting at 7pm

XIV. Adjournment