

**Belmar Public Library
Board of Trustees Meeting
September 12, 2022
Minutes**

Present: Danielle Arnold, Bruce Blattner, Darleen Havens, Pat Hutchinson, Caridad Pineiro, Johanna Roper-Robinson, Sharon Russell-Fowler, Bill Young

Absent: Jimmy Alvarez, Mayor Mark Walsifer

Also Present: David Hallman

Attendees pledged allegiance to the flag.

Mr. Blattner made a motion to approve the August minutes and Ms. Roper-Robinson seconded the motion. The minutes were approved unanimously.

Treasurer's Report

Ms. Havens presented the following report:

August 8, 2022		Per Cent	Per Cent	
		Spent	Un Spent	
Budget Amount	\$684,877.00			
Spent to Date	228,063.08			
Waiting to Pay Vendor	\$7,357.06.68			
STD + Waiting	235,020.71			
Balance of Budget	449,656.29			
		34%		
Budget Amount	\$684,877.00			
Amount Spent	\$228,063.08			
Balance	\$449,656.29			

			34%	

Report from the Department Head

Mr. Hallman announced that the summer's final concert at the Library will be held on Thursday, September 15. Anyone available to help is asked to email him. The concert will begin at 6 pm; set up will take place at 5:30. Federicos will provide pizza and sandwiches. Sonny's will supply hot dogs.

Mr. Hallman made an interim report of his progress on the 90-day Action Plan he announced at the August meeting. On the following topics:

1. Capital plan analysis:
 - The pricing for the membrane of the building, bathroom and windows must be re-done, considering post-Covid price increases.
 - Stucco surface is in bad shape. Mr. Hallman suggested that we should replace it with a more durable material. He will investigate alternatives that will allow us to maintain the historic look. Possibilities may include vinyl or something equally durable.
 - Both bathrooms will need to be ADA compliant, with a new bathroom and replacement of the current facility.
2. Budget analysis and possible grants
 - A grant is needed to replace the front door. There is one for \$10,000 available, but it must be matched.
3. Scheduling of staff
 - Mr. Hallman wants to eliminate single staff shifts in evening and Saturdays. Luis has agreed to cover those shifts.
4. Evaluation of staff — no report currently
5. Hourly rate for staff:
 - No rate increase has been allocated in five years. He plans to institute a step-guide, as used at the school.

6. Library hours of operation
 - Mr. Hallman proposed M-TH: 11 am to 7 pm.
Shorter Friday
7. Resource management and technology (weeding, addition of resources)
 - Mr. Hallman has asked Danielle to undertake this, as she is a librarian.
8. Analysis of programs and improvements for the future:
 - Mr. Hallman suggests E-Sports, to stimulate an interest in coding.

Ms. Arnold proposed that the board support establishment of an E-Sports program. Ms. Havens seconded the motion. The motion was passed unanimously.

— Mr. Hallman requested board support for elimination of fines and cost of copying, in order to obviate the need for cash in the building.

Ms. Roper-Robinson proposed that the board support establishment of a no fines policy and free copying. Ms. Pineiro seconded the motion. The motion was passed unanimously.

9. Communication with Local Directors:
 - Mr. Hallman has reached out to area library directors, including Bradley Beach and Neptune.
10. Collaboration with community agencies and groups:
 - (—Mr. Hallman has contacted the Belmar Arts Center; Belmar Historical Society; Belmar Elementary School; the Recreation Department; and the Shade Tree Commission to express interest in collaborative efforts.

President's report

— The retirement party for Rosemarie Korbelak will be held on October 6 at the Marina Grille. More details to follow.

A gift donation of \$20 per board member was suggested. Mr. Young requested that cash be given to Ro in lieu of a gift. Board members please email their interest in participating and drop off donations at the library.

Old Business:

—Ms. Pineiro donated a box of Spanish language books for the library. Another box is coming. Ms. Arnold asked if there were LGBTQ books available.

New Business:

—Ms. Russell-Fowler suggested that a class offering help to seniors on using smart phones and other current technology with which they may be unfamiliar. Apparently, Apple may provide a representative from their store, and Google certifies trainers at some schools.

Public Comment:

Ms. Anita Peccorelli asked questions about the resources purchased for the maker space from the library budget. Mr. Young and Mr. Hallman reported that the resources, such as tools, 3-D printers, sewing machines(?) were no longer being stored but had been distributed around the Belmar departments where they could be used, and affirmed that nothing was wasted. She also asked about the Capital Plan and Budget and requested copies of both, which Messr's. Young and Hallman said they would send to her.

She expressed concern that the Library Board does not have the final decision on budgeting money for goods and services, and that these decisions are made by the Borough business administrator.

At 7:35 Ms. Russell-Fowler made a motion to adjourn, which was seconded by Ms. Pineiro and passed unanimously. The next meeting will be October 17, 2022.

Draft submitted by Pat Hutchinson, 9/23/22