

**Belmar Public Library  
Board of Trustees Meeting  
April 17, 2023  
Minutes**

Present: Danielle Arnold, Bruce Blattner, Kathleen Casserly, Darleen Havens,  
Pat Hutchinson, Johanna Roper-Robinson, Sharon Russell-Fowler,  
Michael Schappert

Absent: Jimmy Alvarez, Jerry Buccafusco, Maria Rondinaro

Also present: David Hallman, Luis Pulido

Ms. Russell-Fowler read the notice of the meeting.  
Attendees pledged allegiance to the flag.

Ms. Roper-Robinson made a motion that we approve the minutes of the March 13 meeting. Ms. Havens seconded. The motion was carried unanimously.

Director's Report

- Four companies have looked at the windows. Their numbers are needed by the end of April, at which time the public bidding process will begin. It should take about a month for the companies to produce a bid. A bid should be accepted within two months. After a bid is accepted, the installation should be complete within 30 weeks.
- New items in the budget were discussed. Mr. Hallman proposed more professional development, including some team-building activities for library staff. Because we have only one full-time staff member, FICA and insurance have been reduced. Mr. Hallman will be ordering name badges for staff and will order some for trustees as well.
- Mr. Hallman met with Principal Wilton and Superintendent Alvarez about programming for middle school age children. One idea was a Pokemon Film Club—felt the club idea would be more appealing than just sessions of movies. Mr. Hallman also met with Paul DeSantis, about activities for seniors. Ms. Russell Fowler suggested that some resources and equipment might be taken to the senior housing facility; Mr. Hallman also proposed transporting seniors to the library in buses.
- Mr. Pulido discussed redeploying maker space equipment, including a web cam for patrons to use for Zoom meetings. Patrons would sign out the camera with their library card, get help with instructions and set-up; return when session is done. Headphones are available for video-conferencing.

- The Cinco de Mayo festivities will be held at 5:30 May 4. Food will be purchased from Cielito Lindo, served family style with pass-around tray service. Other upcoming events include:

May 2 Bhante Sujatha, The Loving Kindness Monk 12:30 pm May 6  
 Mother's Day Tea 10 am May 9 Shade Tree Commission  
 Spotted Lantern Fly Presentation 6 pm  
 June 1 Pat Roddy 6 pm

### Treasurer's Report

Ms. Havens reported that the temporary budget is 25% of last year's budget.

Budget Amount	\$202,200.00	
Spent to date	\$112,280.75	
Waiting to pay vendor	\$8,194.65	
STD & Waiting	\$120,475.40	
Balance of Budget	\$81,724.60	
Budget Amount	\$202,200.00	
Amount Spent	\$120,475.40	
Balance	\$81,724.60	
		59%

### President's Report

1. A number of people received tax help from the Neptune Library.
2. Arbor Day is April 28.
3. The library would like to have a memory tree for Lois Gallagher for Arbor Day.
4. Financial disclosure forms must be filed.

5. We need to earn professional development hours from NJLTA.org. Some members already attended “Legal Issues” webinar. It was worthwhile.
6. Students needing community service hours can go to the senior center and help with cell phones and other devices.
7. Tai Chi is so well-attended on the lawn that they may have to institute an A and a B group. If held outside, patrons can attend weekly. If it’s rainy, it will be held inside and only people within a specific group will play.
8. The digital sign will be addressed by the landscape specialist.
9. Ms. Hutchinson cautioned that her family has found hate messages and anti semitic pamphlets in their Little Free Library. If anyone finds this kind of content in any of the public little libraries, report it to the police.
10. In development: Coding; STEM Storytime; Yoga for Kids.

Ms. Casserly proposed adjournment at 7:30. Ms. Roper-Robinson seconded, and after a unanimous vote, the meeting was adjourned. The next meeting will be held on May 8, 2023.

Draft submitted by Pat Hutchinson, 04/26/23