

**Belmar Public Library
Board of Trustees Meeting
May 8, 2023
Minutes**

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

Absent: Jimmy Alvarez, Danielle Arnold, Maria Rondinaro

Also present: David Hallman, Luis Pulido

The meeting was called to order at 6 pm. 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 April 17 meeting. Mr. Blattner seconded. The motion was carried unanimously.

Director's Report

- Three of the four companies that came and evaluated the window replacement project submitted quotes. Andersen did not return a quote, but three bids are adequate to move ahead with the project. We have \$200,000 in this year's budget, and with the \$170,000 saved from previous budgets, we have \$370,000 to work with. To proceed with the window replacement, Mr. Hallman requested volunteers for a Capital Improvements committee. Mr. Schappert and Ms. Russell-Fowler will join Mr. Hallman on the committee.
- Mr. Hallman requested a rate of \$50/hr for instruction of one-hour art classes, with 1/2 hour prep time for an additional \$25. The instructor has also requested \$50/student for supplies for the summer. Although this may change in the future, Mr. Schappert made a motion that this amount be budgeted for the art class. The motion was seconded by Ms. Casserly and was unanimously approved.
- The basement of the Presbyterian church is available for rent for Tai Chi and other classes. The basement appears to be available on an ongoing basis, and Mr. Hallman will look into yearly rental of the space for classes and other community activities, at least 4 days a week.
- Weeding of the collection is ongoing, with many books and DVDs to be eliminated. The board discussed whether the items should go to Goodwill or be offered to the community (whose taxes purchased them). No conclusion was reached.

- Mr. Hallman requested that an ad for a part-time librarian be posted, offering \$33/hr. for a 20-hr. week. Mr. Buccafusco made a motion to advertise this position. Ms. Casserly seconded the motion, and the board voted unanimously to approve the motion.
- Mr. Hallman has proposed Danielle Arnold be hired as a research consultant and as classroom instructor for a summer STEM camp.

Treasurer's Report

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

Budget Amount	\$786,808.20	
Spent to date	\$133,754.18	
Waiting to pay vendor	\$6,523.96	
STD & Waiting	\$140,278.14	
Balance of Budget	\$646,530.06	
Budget Amount	\$786,808.20	
Amount Spent	\$140,278.14	
Balance	\$646,530.06	

President's Report

1. The Arbor Day program was presented on April 28.
2. The library needs to purchase a memory tree for Lois Gallagher.
4. The deadline for financial disclosure forms has passed. Ms. Russell-Fowler followed up with those who were running late.
5. Workshops providing professional development hours are available from NJLTA.org.

6. Students needing community service hours can go to the senior classes and help with cell phones and other devices.
7. Community service hours: five students helped with the Cinco de Mayo festivities. High school students should be able to get hours for working with the seniors in technology workshops. The National Honor Society can publicize this opportunity.
8. Posting about current events on the digital sign changes on a monthly basis.

Ms. Russell-Fowler proposed adjournment at 6:45 pm. Ms. Roper-Robinson seconded, and after a unanimous vote, the meeting was adjourned. The next meeting will be held on June 12, 2023.

Draft submitted by Pat Hutchinson, 05/30/23