

**Belmar Public Library
Board of Trustees Meeting
November 13, 2023
Minutes**

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

Absent: Danielle Arnold, Jerry Buccafusco, Mario Rondinaro

Also present: David Hallman and Luis Pulido

The meeting was called to order at 6:30 pm. Ms. Russell-Fowler read the notice of the meeting. Attendees pledged allegiance to the flag.

Ms. Havens made a motion that we approve the minutes of the October 16 meeting. Mr. Blattner seconded. The motion was carried unanimously.

Director's Report

- The architects will visit the library Dec. 11. The capital reserve is \$174K. It will cost \$220K to include the new front door in the project.
- The staff have been working on the the 2024 calendar. The number of days off is based on the contract with the borough. The library will be closed for:
 - Thanksgiving: Nov. 23-26 (4 days)
 - Christmas: Dec. 23-25 (3 days)
 - New Year: Dec. 31 & Jan. 1 (2 days)
- The basement is still not usable while we wait for the mold/air test.
- The cost of library cultural events is too high, largely because of food costs. The Diwali event attracted 200 people. We need to go to a more limited menu. Perhaps just desserts. Other ways to offset these costs include having patrons pay for classes and events.

President's Report:

- Ms. Russell-Fowler is working on getting a lilac for the Lois Gallagher tribute.
- The window installation has been rescheduled for January.
- The sign in the marina is advertising the Library's Christmas Concert
- A staff meeting on special needs was scheduled.
- The Strategic Plan's needs assessment phase is underway. Leslie Naughton is conducting that research through emails and meetings. From this information, a likely four goals should emerge which we can plan to address strategically.
- Ms. Russell-Fowler asked where the equipment for the visually impaired pa-

trons would likely be located.

- Our license for showing movies has been reinstated.
- We may want to consider reinstating the opera series, since it is popular, especially with seniors.
- The library will have a holiday Pet Supply Donation Day or weekend around Dec. 9-10. The Monmouth SPCA and Humane Society will assist and benefit.

Treasurer's Report

Ms. Havens reported the following financial report for October, 2023:

Budget Amount	\$786,808.20	
Spent to date	\$412,101.06	
Waiting to pay vendor	13,987.69	
STD & Waiting	\$426,088.75	
Balance of Budget	\$360,719.45	
Budget Amount	\$786,808.20	
Amount Spent	\$426,088.75	
Balance	\$360,719.45	
% remaining to date		54%

Ms. Roper-Robinson proposed adjournment at 7:30 pm. Ms. Casserly seconded. The board voted unanimously to adjourn the meeting.

Submitted by Pat Hutchinson, 12/10/23