

**Belmar Public Library  
Board of Trustees Meeting  
January 13, 2025  
Minutes**

Present: Danielle Arnold, Bruce Blattner, Mayor Jerry Buccafusco, Darleen Havens, Pat Hutchinson, Maria Rondinaro, Johanna Roper-Robinson, Sharon Russell-Fowler, Michael Schappert

Absent: Jimmy Alvarez, (Kathleen Casserly)

Also present: Debbie Graham, David Hallman, Luis Pulido

The January re-organizational meeting was called to order at 6:00 pm. Mr. Hallman read the notice of the meeting. Attendees pledged allegiance to the flag.

Mayor Buccafusco swore in Mr. Schappert as a member of the library board.

Mr. Hallman asked for nominations for Secretary.

Ms. Russell-Fowler nominated Ms. Hutchinson to resume her role as secretary. Ms. Roper-Robinson seconded. Ms. Hutchinson was re-elected unanimously and then took nominations for the remaining officers.

Mr. Blattner nominated Sharon Russell-Fowler for President. Ms. Roper-Robinson seconded. Ms. Russell-Fowler was unanimously re-elected President

Ms. Roper-Robinson nominated Michael Schappert for Vice-President. Ms. Arnold seconded. Mr. Schappert was unanimously re-elected Vice-President.

Ms. Hutchinson nominated Darlene Havens for Treasurer. Mr. Blattner seconded. Ms. Havens was unanimously re-elected Treasurer.

Ms. Havens made a motion that we approve the minutes of the November 11 meeting. Ms. Arnold seconded. The motion was carried unanimously.

Director's Report

Mr. Hallman announced that Kasie Casserly has resigned from the library board due to a change in her work schedule.

The windows begin to be installed January 15, starting on the west side of the building to accommodate Story Time.

The 2025 calendar includes the following closings:

Martin Luther King Day — Jan. 20

President's Day — Feb. 17

Good Friday, Saturday, Easter Sunday — April 18-20

Memorial Day weekend May 24-26 July 4 Weekend — July 4, 5, & 6

Labor Day weekend — Aug. 30, 31, & Sept. 1

Columbus Day — Oct. 13

Thanksgiving Day weekend — Nov. 27-30

Christmas — Dec.25

New Year — Dec.31-Jan. 1

Ms. Russell-Fowler moved, and Mayor Buccafusco seconded a change in schedule. The Board will meet 6 times this year, the 2nd Monday at 6 pm. The board voted to meet on the following dates:

January 13, March 10, May 12, July 14 , Sept. 8, Nov. 10

Mr. Blattner moved that notice of meetings be advertised in one traditional print medium and one electronic medium.

After discussion of our reserve account, Mr. Schappert moved to reserve the maximum allowable. Ms. Russell-Fowler seconded. A unanimous vote of the board approved the motion.

#### Librarian's Report

Ms. Graham reported that the Early Childhood Advisory Council at Belmar Elementary School wants to partner with the library. Their theme is "Kindergarten-Ready." Four meetings are planned. Lucy Payne will serve as the Spanish-speaking face of the library.

Many of the nearby libraries have an official policy for unattended children in the library, and Ms. Graham has developed a draft policy for Belmar Public Library. A copy of this policy was provided to each member of the board (see attached.) An electronic version will be sent to board members for their input.

#### Mr. Pulido's Report

Mr. Pulido presented an update on planned upcoming events and introduced a new e-ticket format with QR code (see attached.)

#### Treasurer's Report

Ms. Havens delivered the financial reports for November and December, 2024.

November 2024		Spent to date	Reimbursement
Budget Amount	\$864,574.00		
Spent to date	\$512,819.58	\$520,244.05	\$7,424.47
Waiting to pay vendor	\$23,895.79		
STD & Waiting	\$536,715.37		
Balance of Budget	<b>\$327,858.63</b>		
Budget Amount	<b>\$864,574.00</b>		
Amount Spent	<b>\$536,715.37</b>		
Balance	<b>\$327,858.63</b>	62%	

December 2024		Spent to date	Reimbursement
Budget Amount	\$864,574.00		
Spent to date	560,423.26	\$567,847.73	\$7,424.47
Waiting to pay vendor	\$9,768.23		
STD & Waiting	\$570,191.49		
Balance of Budget	<b>\$294,382.51</b>		
Budget Amount	<b>\$864,574.00</b>		
Amount Spent	<b>\$570,191.49</b>		
Balance	<b>294,382.51</b>	66%	

President's Report

Trustee hours are due by the end of the week.

There is an open spot on the board to which the Mayor will need to appoint

someone.

Since there was no new or old business, Mr. Blattner made a motion to adjourn, seconded by Ms. Hutchinson. The meeting adjourned at 7:30 pm. The next meeting will be held on March 10, 2025.

Submitted by Pat Hutchinson, 02/1/25