

**Belmar Public Library
Board of Trustees Meeting
May 12, 2025
Minutes**

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

Absent: Jimmy Alvarez, Danielle Arnold, Mayor Jerry Buccafusco,

Also present: Debbie Graham, David Hallman, Luis Pulido, Mark Furey

The meeting was called to order at 6:00 pm. Ms. Russell-Fowler read the notice of the meeting. Attendees pledged allegiance to the flag.

After the salute to the flag, Mark Furey was sworn in by Mr. Hallman as a new Trustee.

Ms. Havens moved to accept the January, 2025 minutes. The motion was seconded by Ms. Rondinaro and the board voted unanimously to accept the March-minutes.

Librarian's Report

Ms. Graham reported that the summer reading program will be launched on June 21 by Mr. Ray.

Cleaning up of the patron list is nearly completed. That goal should be met by the end of June.

Mr. Pulido's Report

Mr. Pulido provided an Events Update (see attached.) He reported on recent events, particularly mentioning the good response to the Living History program. He also described the upcoming events, noting the summer concert kickoff with Pat Roddy and the Juneteenth celebration, for which he will be looking for help.

Director's Report

Mr. Hallman reported that the anticipated issues with the popular Strength and Balance class had been addressed by the addition of one class session, noting that the current system is working.

Mr. Hallman announced that food is planned for the Pat Roddy concert—pizza and hot dogs. There is no food planned for the other scheduled concerts, but he is looking into the possibility of having food trucks.

Treasurer's Report

Ms. Havens delivered the financial reports for March and April, 2025.

March 2025	Spent to date	Reimbursement	
Budget Amount	\$397,475.40		
Spent to date	\$130,961.64		
Waiting to pay vendor	\$13,789.77		
STD & Waiting	\$144,751.41		
Balance of Budget	\$252,723.99		
Budget Amount	\$397,475.40		
Amount Spent	\$144,751.41		
Balance	\$252,723.99	36%	

April 2025	Spent to date	Reimbursement	
Budget Amount	\$397,475.40		
Spent to date	\$176,737.48		
Waiting to pay vendor	\$411,478.63		
STD & Waiting	\$188,216.11		
Balance of Budget	\$209,259.29		

Budget Amount	\$397,475.40		
Amount Spent	\$188,216.11		
Balance	\$209,259.29	47%	

President's Report

- Thanks offered to Bernie, who takes care of landscaping.
- The Facilities Committee is taking a two-pronged approach to their mandate, as outlined in the Strategic Plan.

—Operations & Maintenance

The committee is working on a plan, informed by past numbers, to allocate funds for ongoing maintenance.

—Capital Improvements

In the short term, start with a survey of the property, inside and out. Two major concerns are ADA compliance, including access, egress and landscaping and the building envelope. The town engineer will then put together an estimate for a maintenance plan for the envelope, based on our strategic plan.

Ms. Rondinaro reminded the board of the need to make the bathroom compliant and feels this is an urgent issue.

- Ms. Russell-Fowler announced that everyone on the board has completed his/her financial disclosure.

New Business

Mr. Blattner made a motion that veterans receive a free library card. Ms. Russell-Fowler seconded the motion, and it was carried by a unanimous vote.

It had been proposed that a free library card be offered to those in financial need. A question was raised about how financial hardship would be proven. For children, eligibility for Free and Reduced Lunch is a standard indicator. Mr. Hallman suggested forming a standing committee that would establish standards and evaluate applicants. Ms. Hutchinson, Ms. Havens and Ms. Rondinaro offered to be on this committee.

Mr. Blattner proposed that cards for summer residents will be \$20 per person for 3 months. Ms. Roper-Robinson moved to establish \$20 summer cards. Ms. Russell-Fowler seconded. The vote was unanimously in favor of the motion.

Ms. Russell-Fowler moved to establish a \$20 fee for out of town senior (65+). Ms.

Havens seconded. Motion was passed unanimously.

Discussion ensued about summer hours. Sundays, especially in summer, are quiet. Is 9 am-2 pm adequate open time for Fridays during summer, based on past demand?

The Board decided to wait until the July meeting to vote on any changes to summer hours.

Ms. Graham hopes to purchase three comfortable chairs, one for the children's area and two for adults at an estimated cost of \$5000. Ms. Russell-Fowler moved to allocate up to \$6000 on furniture. Ms. Roper-Robinson seconded, and the vote was unanimous in support of the motion.

Mr. Hallman announced that the library planned to fund Ms. Graham to attend a professional development conference in Atlantic City, with particular emphasis on getting more teens into the library.

Mr. Hallman announced his plan to purchase tee shirts for youth and adults, promoting summer programs.

Closed session

At 7:30 pm Ms. Russell-Fowler made a motion to go into closed session. Ms. Havens seconded the motion, and it was carried unanimously.

Mr. Hallman announced a proposal to promote Ms. Graham to the position of Supervising Librarian at a rate of \$40/hr. (Her current rate of pay is \$34.66/hr.) The motion was tabled temporarily.

A meeting was proposed for June 9 at 6 pm.

Ms. Russell-Fowler made a motion to end the closed session, seconded by Ms. Havens, after which Ms. Russell-Fowler moved to resume the open meeting. This motion was seconded by Ms. Havens.

The board entered the open session and Ms. Russell-Fowler moved to adjourn at 8 pm. The motion was seconded by Ms. Havens. The Board will meet on June 9 at 6 pm.

Submitted by Pat Hutchinson, 6/6/2025

