

Belleville Public Library & Information Center

221 Washington Avenue
Belleville, NJ 07109
973-450-3434
Bellepl.org

AGENDA

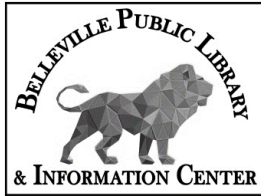
Library Board of Trustees

Wednesday, May 14, 2025– 6 PM

The Teen Room at the Belleville Public Library & Information Center

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- Call to Order
 - Sunshine Notice:

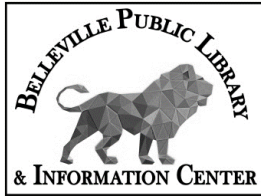
This meeting, published under Public Law 1975, Chapter 231, and commonly referred to as the "Open Public Meetings Act," is hereby notified that notice of this meeting has been given.
 - Roll Call
 - Approval of the minutes of March 12, 2025.
 - Executive Session
 - Communications:
 - Rory Wells, Screenwriter, requests.
 - Committee Reports:
 - Building and Grounds
 - Personnel
 - Budget
 - Interim Director's Report
 - Old Business:
 - Insurance
 - New Business:
 - A New Beginning
 - Resolutions:
 - 05-0001 Authorization to pay April and May 2025 Bills
 - 05-0002 Authorization for the Implementation of an Abuse Prevention Policy.
 - 05-0003 Authorization to void checks from the operating account.



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- 05-0004 Authorization to approve an hourly pay raise for a part-time employee.
- Public Comments
- Adjournment



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MINUTES OF THE LIBRARY BOARD OF TRUSTEES

Belleville Public Library and Information Center

March 12, 2025

The Belleville Public Library and Information Center Board of Trustees held its monthly meeting in the Teen Room on March 12 at 6:00 PM. Present: Renato Peralta, Mayor Michael Melham, Ralph Tunis, Jeanne Lombardi, Christine Lamparello, and Nelson Barrera. Frances Bacardi attended. Douglas Zucker attended via Zoom from 6:00 PM to 7:00 PM. Absent were Dr. Thomas D'Elia and Marleni Muñiz

Renato Peralta opened the meeting, and Frances Bacardi announced that it had been published by the Open Public Meetings Act.

MINUTES:

As presented, Renato Peralta moved to accept the minutes of February 12, 2025. Christine Lamparello made the motion, Nelson Barrera seconded, and the board approved it by voice vote. Jeanne Lombardi abstained.

EXECUTIVE SESSION:

The board entered at 6:0 PM for legal matters. Christine Lamparello made the motion, which Nelson Barrera seconded, and a voice vote of the Board approved it.

The Board returns to the regular session at 6:44 PM. Nelson Barrera's motion, seconded by Jeanne Lombardi, was approved by a voice vote of the Board.

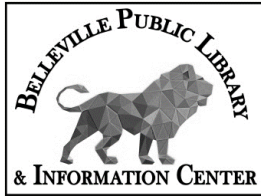
COMMUNICATIONS:

Executive session.

COMMITTEE REPORTS:

Buildings and Grounds:

The children's room requires a new HVAC system, estimated at \$43,000. The mayor was informed of the reasoning behind this decision, as he suggested that allocating funds to the HVAC system would have been a better use of resources than the recent investment in the teen room. The history behind the library's decision was explained to the mayor. During the summer of 2024, alongside the renovation of the teen room, the library installed new windows in the Carnegie and Reference rooms and replaced the roof. Later that summer, heavy rainfall revealed a leak in the new roof. Despite inspections by both the roofer and the architect, the source of the leak remained undetected.



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Eventually, the teen room contractor and a plumber visited the library during a rainstorm to investigate the issue. They discovered that the HVAC system on the roof was accumulating condensation, which caused water to seep under the roofing material. The library engaged Meyer & DePew to install a new HVAC system to resolve the issue of the leak.

The heating system for the upstairs and children's rooms is shared. When winter arrived, the upstairs rooms struggled to maintain warmth. DeSessa Mechanical Engineering assessed the situation and found debris clogged all eighteen valves, preventing proper heat circulation. The heating improved once the valves were replaced, but the children's room still received minimal heat. Since the thermostat is located upstairs, the heating system would shut off once the upstairs rooms reached 72 degrees, leaving the children's room underheated. DeSessa recommended installing a dedicated HVAC unit for the children's room to provide consistent heating, air conditioning, and dehumidification.

The library also requires a new HVAC system for upstairs air conditioning, as the current unit is deteriorating and may not last through the summer. However, due to the ongoing process of separating the library from the Township, it remains unclear who will be responsible for covering the replacement cost.

Personnel:

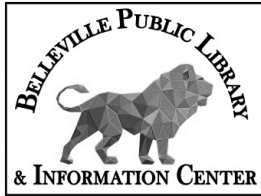
Nothing to report.

Budget:

The library has received all appropriation reserves from the Township for 2024, along with the first-quarter appropriation funds.

INTERIM DIRECTOR'S REPORT:

This March, the library celebrates Women's History Month 2025 with the theme "Moving Forward Together," honoring women who educate and inspire generations. A special book showcase will highlight the contributions of women educators in mentorship and leadership upstairs in the reference department. On March 3rd, Read Across America Day will feature Dr. Seuss-themed activities and story time. The BMS comic book workshop, held on March 11 and 12 from 9:15 to 11:15 in the teen room, will teach storytelling and Adobe Photoshop basics using PC drawing tablets. St. Patrick's Day, on March 17, will bring a festive story time and craft, while spring's arrival will be celebrated with another story time and craft in the children's room on March 22. Families enjoyed bingo night on March 4th, and ongoing events like LEGO Club, PJ Storytime, Play-Doh, Dungeons & Dragons, Anime and Manga Club, and Teen Guitar Plus continue to bring the community together for creativity and fun.



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OLD BUSINESS:

The installation of sound paneling in the teen room, initially scheduled for December 2024 and subsequently postponed, is set to proceed in 2025. The funding for this project, initially allocated in the 2024 budget, is now available following the township's reimbursement of the library's reserve funds, which allows the project to move forward.

NEW BUSINESS:

ADS Payroll has been contacted, and the library is awaiting a return call to discuss receiving a sales proposal outlining services and pricing."

RESOLUTIONS:

- a) 3-0001: Authorization to pay March 2025 bills. The motion was approved by Jeanne Lombardi, seconded by Christine Lamparello, and backed by a unanimous roll call from the Board.
- b) 3-0002 Authorization to Amend and Correct the February Bills List. Ralph Tunis approved the motion, seconded by Nelson Barrera, and a unanimous roll call from the Board supported it.

PUBLIC COMMENTS:

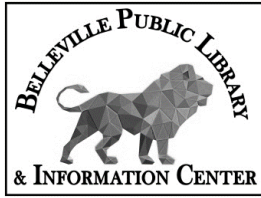
None.

ADJOURNMENT:

Christine Lamparello motioned to adjourn, seconded by Ralph Tunis, and approved by the board's unanimous vote.

Prepared and Submitted by Frances Bacardi

NEXT BOARD MEETING SCHEDULED FOR Wednesday, April 9, at 6:00 PM



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