



Keyport Free Public Library Board of Trustees

Monthly Meeting Minutes

Sept. 10, 2026

PLEASE NOTE: THIS MEETING WILL BE HELD IN PERSON

Agenda Items:

1. Call to Order-Sandra Marion 7:00
2. Roll Call- Sandra Maron, Chris Leising, Andrea Block, Alexandra Walczak, Mariadonna Litwak, Lisa Savoia, Rose Araneo, abs. Erica Hubler
3. Announcement of Compliance with the Open Public Meetings Act
"In accordance with the Open Public Meetings Act, N.J.S.A. 10:4-6 et seq., as amended, adequate notice of this meeting has been provided. The schedule of regular meetings for the 2026 calendar year, including the time and location, was prominently posted on the library website at www.keyportlibrary.org on September 3, 2026 and remained posted for at least one week."
4. Pledge of Allegiance to the Flag of the United States
5. Agenda Review
6. Approval of minutes of Aug. 13, 2026 Board Meeting- Sandra Maron, Chris Leising, Andrea Block, Alexandra Walczak, Mariadonna Litwak; abstained: Lisa Savoia, Rose Araneo,
7. Director's Report-Jeanne Marie Ryan

September 2026

Updates

Alice Balzarini, Christine George, Jayme Gold, Rose Keith, Sue Mulligan, Barbara Raftery, and Stacey Wilson are all working together to provide great service for library users. The Keyport Library received a Tischler Grant from the New Jersey State Library. The library has served as a cooling center at the request of the borough.

Building and Equipment

The Building and Grounds Committee scheduled a meeting with the borough engineer and a lighting specialist from Diversified. It happened on the afternoon of September 1 st .

Programs

August 3, 10, 17 Maker Mondays (Youth) 23

August 4, 11, 18 Toddler Time (Youth) 22C/21A

Mah Jong (Adult) 25

August 5 Sand Art (All ages) 22C/8T/28A

August 6, 12, 20 (Youth) Games Galore 21C/3T

August 6 Dinosaurs Arise (Youth) 28C/25A

August 7, 14, 21 (Youth) Take'n'Make Craft 45

August 13 Dino-Mite Fossil Show (All ages) 23C/18A

August 19 Slime Art 42C/38A

Use

There were 1,126 visitors to the library in August. There were 1,553 checkouts and renewals. There were one hundred and eighteen Hoopla circulations (3 movie circs, 74 audiobooks, 30 E-books, 8 comic circs, 3 TV circs). Patrons used the STELLA app two hundred and eighteen times. One hundred and eighteen people used the computers, and eighty-seven questions were asked (fifty-eight via phone).

Partnerships

One volunteer spent twenty-three hours volunteering. The Garden Club puts an arrangement in the library every month. This year's arrangements have a patriotic theme in honor of the sesquicentennial.

8. Financial Report- Chris Leising

we are in good standing with sufficient budget
auditor's report acceptance:

9. Review of Bills & Action to Pay Bills-Roll Call Vote

motion: Andrea Block

second: Rose Araneo

all present approved

10. Committee Reports

- Personnel and Policy- did not meet
- Building and Grounds- will hold off on the windows and will discuss with Boro. Lighting was discussed. We met with a corporate rep of lighting manufactures. Downstairs with lower ceilings cf drum lights. Upstairs will look more classical and looking with pendant or globe lighting and indirect cove lighting- to better fit architecture. Painting upstairs with classical bent. Downstairs colors???
- Finance- did not meet
- Friends of the Library- met on Tues. Sept 8. Annual Books and Bling Sale on 9/12 and 13. Scarecrow contest will have contest and party on Oct 24. Trunk or Treat Oct 25. Roaming Reader Sept 20, Scavenger hunt on Friends week.

11. Unfinished Business

- RFP for lighting- will look at other lights
- other improvements- \$1500 for coffee maker, up date staff bathroom, Water fountain in children's room
motion made by Chris Leising
second: Sandra Maron
All present approved
- Grounds maintenance - discussion of outdoor space utilization

12. New Business

- Trustee Check-In

13. Public Portion-Open Time to Address the Board

motion to open : Sandra Maron 7:47

Second; Alexandra Walczak

All preset in favor

Ed Carew

Has been taking care of grounds for YEARS. Garden Club has fallen away and help is difficult .
Asking for help from Board- mostly in the spring (and in the fall).

14. Closing Public Session; time 8:04

Motion to close: Chris Leising

Second: Lisa Savoia

All present vote to approve

15. Board Comments/Announcements

- **Confirmation of Next Meeting; Oct. 5, 2026**
- Open board member. Any requests?

18. Adjournment Motion 8:10

motion: Lisa Savoia

second : Mariadonna Litwak