**Minutes of the Meeting of**
**Board of Trustees of the Demarest Free Public Library**
**February 28th, 2022**

1. **Call to order at 7:02**
   Secretary Choi read the following:
   *This is a Regular Meeting of the Demarest Library Board of Trustees. The date, time and location of this meeting has been advertised in the Official Newspapers of the Borough, filed with the Borough Clerk and posted on the Municipal Bulletin Board. All notice requirements of the Open Public Meeting Act for this meeting have been fulfilled.*
2. **Roll Call**
   Present: S. Nankani; P. Desai; A. Sandoval; L. Carson; J. Choi; E. Kass; D, Hayden; S. Galli; J. Kupperman
   Absent: M. Iannuzzi
3. **Approval of Agenda**
   *E. Kass moves the motion to approve the agenda; J. Kupperman moves to second the motion.*
4. **Approval of Minutes of January 24th Meeting**
   *E. Kass moves the motion to approve the Minutes of the January 24th Meeting; J. Kupperman moves to second the motion.*
5. **Treasurer's Report**
   *E. Kass moves the motion to approve the Bill List; J. Kupperman moves to second the motion.*
6. **Director's Report**
   a. Friends of the Library group will hire a lawyer to file for 501(c)(3) nonprofit status. Update will be provided at March meeting regarding funding plans to hire the lawyer.
   b. The library has received the full 2021 appropriation from the borough.
   c. Upcoming April/May programs align with library goal of inviting residents to share their expertise with the community.
   d. Board asked to spread the word regarding upcoming Community Reads program and Gardening Lecture. S. Nankani suggested increased reminders about adult programs in social media and possible use of the e-bulletin board to advertise.
   e. TrueGreen contract has been signed and the services will be performed 5 x this year.
7. **Old Business**
   a. Strategic planning update
      i. Library staff working with C. Czesak to finalize the Strategic Planning document. A meeting is scheduled for 3/11 to set up the final draft. C. Czesak will attend the March Board Mtg and the document will be uploaded onto the website once completed.
   b. Stelfox Entrance Door Update
      i. The deposit check will be sent after the February board meeting and the order for the new door has been placed. Once installed, the balance for

the door will be paid. P. Desai will work with E. Kass to complete this project.

8. **New Busines**
   a. *E. Kass moves the motion to approve the resolution to reallocate 2021 unspent funds to Operating Budget 2022 reserve; J. Kupperman moves to second the motion.*
   *Roll Call Vote: S. Galli (yes); D. Hayden (yes); S. Nankani (yes); A. Sandoval (yes); L. Carson (yes); J. Choi (yes)*
   b. *E. Kass moves the motion to approve the resolution to reallocate unspent funds from Operating Budget to Capital Account; J. Kupperman moves to second the motion.*
   *Roll Call Vote: S. Galli (yes); D. Hayden (yes); S. Nankani (yes); A. Sandoval (yes); L. Carson (yes); J. Choi (yes)*
   c. *E. Kass moves the motion to approve the April Board Meeting date change to Monday, April 25th; J. Kupperman moves to second the motion.*
   *Roll Call Vote: S. Galli (yes); D. Hayden (yes); S. Nankani (yes); A. Sandoval (yes); L. Carson (yes); J. Choi (yes)*
   d. Mask requirements after March 7th at the library
      i. Discussion will be tabled until the next board meeting when M. Iannuzzi can attend.
9. **President's Report**
   a. Suggested Information/Trainings on various topics:
      i. NJ State Library overview of State Aid report; https://www.youtube.com/watch?v=aeUYrahmL1k&t=93s
      ii. NJ State Library Trustee Check-In from February 2022 – discussion regarding carry over funds and library law. https://www.youtube.com/watch?v=aeUYrahmL1k&t=1955s
      iii. Trustee Trainings 2022 requirement. There is a Saturday, 2/26 training which board members can sign up and attend or they can watch a replay and still get credit.
      Saturday, February 26, 2022 – 10:00am to 12:30pm
      Register Here:
      https://us02web.zoom.us/meeting/register/tZYrceGqqjMsEtM-qn5yRvzNIb-peiZ3RfuH
      iv. Upcoming BCCLS Training: February 28 – March 28 (Mondays at 10am)
      How To Be a Presiding Officer (5 part webinar)
      Sign up at
      https://www.eventbrite.com/e/how-to-be-a-presiding-officer-5-part-series-22822-32822-tickets-261545929917
10. **Meeting Open to Public**
   *E. Kass moves the motion to open the meeting to the public; J. Kupperman moves to second the motion.*
   *E. Kass moves the motion to close the meeting to the public; J. Kupperman moves to second the motion.*

**11. Adjournment**

*E. Kass moves the motion to adjourn the meeting at 8:09pm; J. Kupperman moves to second the motion.*

**Next Board Meeting: March 21st at 7:00pm**