Demarest Free Public Library
Board of Library Trustees Meeting Agenda
July 20th, 2022

1. Call to order at 7:08 pm

Secretary Shimokawa 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 Newspaper of the Borough, filed with the Borough Clerk and posted on the Municipal Bulletin Board. All notice of requirements of the Open Public Meeting Act for this meeting have been fulfilled.

2. Roll Call

Present: P. Desai; H. Shimokawa; E. Kass; A. Sandoval; S. Nankani; M. Iannuzzi; L. Carson
Absent: J. Hur; D. Hayden; S. Galli

3. Approval of Agenda

M. Iannuzzi makes the motion to approve the agenda; L. Carson seconds the motion.
Agenda approved.

4. Approval of Minutes of June 20th Meeting

M. Iannuzzi makes the motion to approve the agenda; L. Carson seconds the motion.
Minutes approved.

5. Treasurer's Report

- P. Desai presented on behalf of S. Galli.
- Our operating budget continues to track to the annual plan.

M. Iannuzzi makes the motion to approve the agenda; L. Carson seconds the motion.
Bill List approved.

6. Buildings and Grounds Committee

- E. Kass and P. Desai met with Diana Pavlova and Stephen Jaraczewski to review the building plans and existing engineering systems.
- The current proposal to remove the wall and create the flexible meeting space appears to be compatible with the existing heating and A/C system layout.
- The team is also reviewing the circulation desk area to propose a more efficient layout and design for that space.

7. Director's Report

- P. Desai will be working with the Township to ensure that the library flagpole is repainted, and a flag hung. Lights will also need to be installed. Jim Powderly will be looking into options for next steps on this.
- Library will be partnering with the Demarest Recreation Department to sponsor the Jazz Fest concert on August 10th at the Gazebo.
- The TAB President covered MaryAnne Clarke's lecture for the Spotlight Series and will be publishing a story on the library's website and social media pages.

8. Old Business

- Friends of the Library update: Final Bylaws have been completed. The 501c3 application is in-process. Fundraising will begin once the final documentation has been filed.

9. New Business

- Library policies were submitted to the board for review and approval. These policies address the following:
    - Library Facilities
    - Patron Services
    - Privacy Policy

  M. Iannuzzi makes the motion to approve the policies; L. Carson seconds the motion. Policies are approved.

- Demarest Library Going Fine Free- The library is taking steps to transition to a Fine Free model similar to that which has been adopted by most national libraries and those in the surrounding area. A more detailed plan for this revised policy will be presented in the September meeting.

10. President's Report

- P. Desai Is reviewing an accounting solution with the Auditor that may address paying for incidental library expenses. Neighboring libraries have begun using Amazon Visa card linked to the Library's Amazon account.
- S. Nankani will be teaching a Podcasting class at the Demarest Library as part of the summer programs. This class has been successfully led at both Haworth and Closter libraries as part of joining programming by youth services librarians.

11. Meeting Open to Public

No public was present, so we moved to adjourn the meeting.

12. Meeting was adjourned at 7:57 pm.

Next Board Meeting September 19th at 7:00 pm