

Demarest Free Public Library
Board of Library Trustees Reorganization Meeting Minutes
January 8th, 2024

1. Call to order at 7:11-pm

P. Desai read the following:

This is the Annual Reorganization meeting of the Demarest Library Board of Trustees to reappoint the Board Treasurer and Board Secretary. 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 Meetings Act for this meeting have been fulfilled.

2. Roll Call

Present: P. Desai; H. Shimokawa; E. Kass; A. Sandoval; S. Nankani; L. Carson; D. Hayden;
L. Ma

Absent: A. Keysar; both Mayor Bernstein and Council Liaison Marks could not be present as they are attending the Mayor and Council work Mtg

3. Resolutions for Annual Motions

- i. Motion to confirm the appointment of the officers (Board President Sandhya Nankani, Treasurer Lynn Ma, and Secretary Heather Shimokawa)

Motion to confirm the above-listed officers of the Library Board made by P. Desai; Seconded by L. Carson.

Roll Call Vote: All present vote YES.

Motion is Approved

- ii. Motion to re-affirm the Library Director as the official Purchasing Agent of the Library

Motion to reaffirm the Library Director as the purchasing agent of the Demarest Library made by H.Shimokawa, Seconded by L. Carson.

Roll Call Vote: All present vote YES.

Motion is Approved

- iii. Motion to authorize the Director to make payment of bills in the event there is no Board meeting for reasons such as recess or lack of quorum.

Motion to authorize the Director to make payment of bills in the event there is no Board Meeting, for reasons such as recess or lack of quorum, made by H. Shimokawa; Seconded by L. Carson.

Roll Call Vote: All present vote YES.

Motion is approved.

- iv. Motion to approve payment to vendors for which a monthly payment is regularly made, including but not limited to, Verizon, PSE&G, Rockland Electric, Veola, B&T, Amazon, etc.

Motion to approve payment to vendors for which a monthly payment is regularly made, including by not limited to Verizon, PSE&G, Rockland Electric, Veola, B&T, Amazon, etc. made by H. Shimokawa; Seconded by L. Carson.

Roll Call Vote: All present vote YES.

Motion is approved.

- v. Motion to approve adherence with BCCLS Bylaws, to continue participation in the Consortium.

Motion to approve BCCLS Bylaws and the continued participation in the BCCLS Consortium made by H. Shimokawa; Seconded by L. Carson.

Roll Call Vote: All present vote YES.

Motion is approved.

- vi. Motion to designate Spencer Savings Bank as the official depository of the Board.

Motion to designate Spencer Savings Bank as the official depository of the Board made by H. Shimokawa; Seconded by L. Carson.

Roll Call Vote: All present vote YES.

Motion is approved.

- vii. Motion to approve a Petty Cash fund of \$50.

Motion to approve a Petty Cash fund of \$50 made by H. Shimokawa; Seconded by L. Carson.

Roll Call Vote: All present vote YES.

Motion is approved.

- viii. Motion to confirm Michael Cerone, Jr. ESQ as the Library Board Attorney.

Motion to confirm Michael Cerone, Jr. ESQ as the Library Board Attorney made by H. Shimokawa; Seconded by L. Carson.

Roll Call Vote: All present vote YES.
Motion is approved.

- ix. Motion to confirm Lerch, Vindi & Higgins, LLP as the library auditor.

Motion to confirm Lerch, Vindi & Higgins, LLP as the library auditor made by H. Shimokawa; Seconded by L. Carson.

Roll Call Vote: All present vote YES.
Motion is approved.

- x. Motion to confirm the meeting agenda according to the by-laws of the Demarest Library.

Motion to keep the meeting agenda according to the by-laws of the Demarest Library Board of Trustees made by H. Shimokawa; Seconded by L. Carson.

Roll Call Vote: All present vote YES.
Motion is approved.

- xi. Motion to confirm Depository for Library Funds.

Motion to confirm Depository for Library Funds made by H. Shimokawa; Seconded by L. Carson.

Roll Call Vote: All present vote YES.
Motion is approved.

- xii. Motion to reaffirm the current By-Laws of the Demarest Library's Board of Trustees.

Motion to reaffirm the current Bylaws of the Demarest Library's Board of Trustees made by H. Shimokawa; Seconded by L. Carson.

Roll Call Vote: All present vote YES.
Motion is approved.

4. **Meeting was adjourned at 7:16 p.m.**