

Demarest Free Public Library
Board of Library Trustees Meeting Minutes
March 18th 2024

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.

1. Call to order at 7:05 pm.
2. Roll Call
Present: A Sandoval; P. Desai; E. Kass; Brian Bernstein; L. Carson; A. Keysar; S. Nankani; L. Ma.
3. Approval of Agenda
Motion to approve the Agenda made by E. Kass; Seconded by L. Carson. Agenda was approved.
4. Approval of Minutes of February 12th meeting
Motion to approve the February meeting made by E. Kass; Seconded by S. Nankani with amendment to minutes to include a note that B. Bernstein was in attendance at the Feb 17, 2024 board meeting.
5. TAB presentation
Katie Choi founder and president of TAB and Ali Jesner, secretary for TAB provided a brief overview:
 - TAB started 2 years ago and currently has over 20 board members. They hold 20+ gatherings throughout the year which have an average attendance of 15+.
 - Recently held a successful fundraising event where they provided babysitting services for LLE children. TAB is brainstorming additional ideas such as a chess tournament with prizes.
6. Buildings and Grounds Committee Report
 - Issue with a condenser/heat pump in Teen room. There are three heat pumps outside, one of them is not working properly. Replacement is \$8700. Whalen & Ives offered a service contract. B. Bernstein suggested looking into the cost of replacing the 2 other heat pumps.
 - Issue with the floor in the old conference room. Once the wall was removed it was evident that the floor in the old conference room was lower than the Quiet room. It was not aligned so additional work has to be done to raise the conference room floor to be level with the Quiet room. P. Desai has an estimate from Commercial Interiors Direct, Inc for the repairs.
 - S. Nankani suggested having a building inspector come to proactively share any concerns with the building. B. Bernstein said he would find a contact and share the information.
 - P. Desai mentioned that lighting and lighting fixtures may need to be replaced soon. P. Desai has an estimate/quote.

-P.Desai shared estimate of \$750 to paint the new program room (formerly the Quiet room)

7. Treasurer's Report

-L. Ma shared a powerpoint of the current financials.

-1Q appropriation check is due April 15th

-\$290K is the current estimate of the construction, this has been earmarked in the capital account.

-Donations amount to \$13,400 since Dec 2023.

Motion to approve the Bill List made by L. Ma; Seconded by E. Kass

Roll Call Vote: All present voted yes.

Bill List is approved.

8. Director's Report

-Maker's Day was a success

-Children's programming continues to be successful, many have a wait list.

9. Old Business

-Book Sanctuary (discussion)

-S. Nankani suggested we invite one of the current book sanctuary libraries to the DFPL to provide additional information. P. Desai has reached out to Hoboken and extended an invitation to have their Director share their experience with the DFPL Trustees.

10. New Business

a) AC/Heat unit condenser replacement in teen room - put it on the agenda for the next meeting, P Desani will check on current lifespan of 2 older models and have Whalen & Ides look at it.

b) Programming room LVT flooring/Vote

Make a motion to approve the LVT flooring/vote

S. Nankani made a motion to approve the purchase of the LVT flooring. B. Bernstein questioned how the carpet that will be pulled up will be discarded. P. Desai said that the disposal of the carpet was part of the estimate. Furniture, two tables that are screwed to the ground, will be removed by contractor prior to the start of work. It was recommended that P. Desai look into what is meant by "straight time". Estimate for work is \$9612.30. Approved pending favorable response

E. Kass made a motion to approve. B. Bernstein seconded

Roll Call Vote: All present voted yes.

c) Heating/Air-conditioning maintenance contract revisit at next board meeting

d) Strategic plan objectives for 2024

-Goals remain the same.

- Objective: optimize meeting space (complete renovation, provides more meeting space)

-Adult collection will be moved to make it more accessible;

-Continue to enhance the nonfiction children's collection;reategorize children's materials to make it easier for young children to find appropriate books and optimize space;

- Enhance website: create a testimonial page on the website which will also share recent news coverage;
- Continue working with Friends group and influence where raised funds are shared;
- Continue to build relationships with neighboring libraries through community programming.

11. President's Report

- The library recently hosted and featured Demarest Resident UN Zambia Ambassador wife & entrepreneur for the Community Spotlight program. Next one is scheduled for May 16 @6:30pm - it's an author visit.
- The Communications Sub-Committee reassessed the goal of the newsletter and shared comments with P. Desai.

12. Meeting open to the Public

- A. Sandoval made a motion to open the meeting to the public; Seconded by B. Bernstein.
- One member spoke and requested that the library consider becoming a sanctuary library.
- Liaison (Dan Marks) - Went to county executive presentation about shared services. Fiber for wifi is being considered at boro hall and he will share additional information once available.

13. Meeting was adjourned at 8:38p.m.

- Next Board Meeting Monday, April 29th at 7:00pm.