Demarest Free Public Library
Board of Library Trustees Meeting Minutes
January 13th, 2025

1. Call to order at 6:49 pm

Secretary Shimokawa read the following:

This is the Annual Reorganization 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; L. Carson; L. Ma; Mayor Bernstein; A. Sandoval; A. Keysar; E. Kass; D. Hayden

Absent:

3. Reorganization of the Board Members

*L. Carson & A Sandoval- nominating
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 Lisa Carson; Seconded by Ana Sandoval.

All present vote YES.
Agenda is approved.

2. Annual Motions

A. Annual Motions

i. Motion to re-affirm the Library Director as the official Purchasing Agent of the Library.
ii. 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.
iii. Motion to approve payment to vendors for which a monthly payment is regularly made, including but not limited to, Verizon, PSE&G, Rockland Electric, Suez, B&T, Amazon, Champion Elevator, and Pibe Cleaning Services, LLC.
iv. Motion to approve adherence with BCCLS Bylaws and to continue participation in the Consortium.
v. Motion to designate Spencer Savings Bank as the official depository of the Demarest Library Board.
vi. Motion to approve a Petty Cash fund of $50.
vii. Motion to confirm Douglas S. Zucker, Esq. of the Weiner Law Group, LLP in Parsippany, NJ as the Library Board Attorney.
viii. Motion to confirm Lerch, Vinci & Higgins, LLP. As the Library Auditor.
ix. Motion to confirm the meeting agenda according to the Bylaws of the Demarest Library Board of Trustees.
x. Motion to confirm the Board President and Board Treasurer as authorized signatories.

Motion to approve the Annual Motions made by Mayor Bernstein, Seconded by A. Sandoval.

All present vote YES.
Annual Motions are approved.

6. Meeting open for public comment

Motion to open the meeting to the public made by Mayor Bernstein; Seconded by H. Shimokawa.
The meeting is open to the public. No public was present.

Motion to close the meeting by Mayor Bernstein; Seconded by H. Shimokawa.
Meeting is adjourned at 6:53 pm.

7. Adjournment – Next Board Meeting Monday, February 10th at 6:45.