

Library Board of Trustees

Minutes Feb. 1, 2024

Library Meeting Room

Flag Salute

Attendance:

Name	Here	Absence
Anne Ahne	X	
Alice Albanese		X
Fran Beck	X	
Richard Giacobone	X	
Irene Grala	X	
Helen Jeon	X	
Superintendent Joseph Cirillo	X	
Councilwoman Youbong "Chirstine" Won-Yoon	X	
Joseph Ferguson	x	

Quorum was established

Meeting Called to Order at 7:07 by Joseph Ferguson

Guests:

Councilman Suk "John" Min

Members of the public

Acceptance of Minutes

Motion #1 (Ferguson/Grala): Motion to accept January 11, 2024 minutes with correction to Helen's vote to "no" on PT Leave.

All in Favor. Motion Carries

Motion #2 (Grala/Ferguson): Motion to accept September 7, 2023 minutes. All in favor. Motion Carries.

Motion #3 (Ferguson/Tansey): Motion to accept September 14, 2022 minutes. All in favor. Motion Carries.

Reorganization of the Board

Motion #4 (Grala/Jeon): Motion to accept Joe Ferguson as Library Board President for 2024. All in favor. Motion carries.

Motion #5 (Ferguson/Grala): Motion to accept Fran Beck as Vice President of the Library Board for 2024. All in favor. Motion Carries

Motion #6 (Jeon/Won-Yoon): Motion to accept Anne Ahne as Library Board Secretary. All in favor. Motion Carries.

Motion #7 (Ferguson/Won-Yoon): Motion to accept Helen Jeon as Library Board Treasure. All in favor. Motion Carries.

Presidents Report

Joseph Ferguson raised issue of the school board wanting to place students on the library board. Superintendent Cirillo said it had not happened.

Joe explained the ongoing issues with mold removal and leaks. The library addressed the two areas of confirmed molds in December 2023, and are working with Paul Lee (Borough Facilities manager) to repair new roof and window leaks.

We are still waiting on the borough to respond to our request for meeting about the bills and how we can proceed with the Library Board approving the bills. The library will need the borough's help completing the bills and payroll.

Director's Report

Roofers came and worked on roof and window repairs. No heavy rains since so we do not yet know if the repairs have resolved the leaks.

To separate from the borough's finance department, we will need to have a full-time bookkeeper. Allison is currently working on becoming a bookkeeper. Need the board to develop a process for approving bills. We need to get another checking account, PO creating software, and a library auditor. Payroll and benefits would need to be done through the borough still because we do not have an accountant. We should be fully ready to separate finance departments (aside from payroll and benefits) in Spring 2025.

Motion #8 (Grala/Beck): Motion to spend \$3000 of library checking funds on professional development for Rachel and Stephanie to attend bi-annual Public Libraries Association Conference in April. All in favor. Motion Carries.

Motion #9 (Ferguson/Beck): Motion to move Thursday, April 4 Library Board of Trustees meeting to Thursday, April 11. All in favor. Motion carries.

Public Portion:

Sophia

221 12 Street

Asked when she could have a copy of the approved September 2022, and September 2023 minutes.

Director Stephanie said they would be available on the library website by the end of the next day. Joe Ferguson offered her a copy of his minutes and she accepted them.

Charlie Shin

214 10th Street

Said thank you for the minutes. Offered that the library accept Korean book donations because people move a lot and could give us their new books. He also suggested a relationship with a Korean bookstore.

Director responded that we do have a relationship with bookstore. The Library's collection development policy is to not accept donations due to the amount of labor needed to manage donations and sanitary concerns (possible mold & bedbugs in donations).

Maureen Tansey

414 Glen Ave.

Offered that in the past when teens wanted to be involved in the library they would sit on a "teen advisory board". Maureen asked why it was brought the BOE that students should be on the library board. Dr. Cirillio and library board members in attendance said it was only discussed.

Bob Lee

18 West Holmstead

Said he believed that library board members have to be sworn-in. We should have Korean book donations. Bills list can be given to the public. Questioned the Tenakill Newspapers bill vs Korean Newspaper bills.

Motion to Adjourn (Ferguson/Grala) 8:45PM