

**PALISADES PARK LIBRARY
MINUTES OF MEETING OF
JANUARY 11, 2024**

Flag Salute

**MEETING CALLED TO ORDER
@7:01-Joe Ferguson**

Roll Call-Tansey

Present

Joe Ferguson
Rich Giacabone (virtual)
Frank Beck (virtual)
Irene Grala
Helen Jeon
Maureen Tansey
Youbong Won-Yoon (Council liaison)
Suk John Min (Council)

Absent

Alice Albanese
Sophie Lee

Acceptance of Minutes

Joe Ferguson made a motion to accept the minutes of the December 7, 2023 meeting; 2nd Irene Grala; all in favor; so moved.

Treasurer's Report-Tansey

12/1 to 12/31 2023

Opening Balance	\$51,336.21
Deposits	961.95
Deductions	-5.00
Ending Balance	\$52, 293.16

Joe Ferguson made a motion to accept the Treasurer's Report: 2nd; Helen Jeon; all in favor; so moved.

President's Report-Joe Ferguson

- Joe welcomed the new Council liaisons and members of the public.
- Joe noted that this meeting should have been the re-organization meeting for the Library Board but it was not listed in the Mayor and Council re-org meeting, therefore, we could not hold elections as we do not know who will be on the Board. The Council liaison noted that within 30 days we would know and we will re-organize at the February Library Board Meeting of Trustees.

- The Board President asked the members if they would like to continue a combination of virtual and in person attendance at meetings for the 2024 meeting dates; all in favor, yes; opposed, none.

The bill list was presented to the Board of Trustees for approval. Joe explained that the Library Board receives, by state law, 1/3 of a mil, as a minimum, it can be more but cannot be less. The Board is also autonomous, meaning it has the freedom to govern itself. The Library Board of Trustees approves their own bill list (while following Finance Department policies). The Finance Department physically cuts the checks for the bill list that the Board has approved.

Joe made a motion to accept the bill list; 2nd Irene; all in favor; roll call:

Joe Ferguson-yes

Irene Grala-yes

Helen Jeon-yes

Richard-yes

Fran Beck-yes

Won-Yoon-yes

Maureen Tansey-yes

Director's Report-S. Elstro

Stephanie said that she was pleased with the work done by Consolidated Environmental, Inc. Unfortunately, leaks continue to happen in the building. Mr. Paul Lee was present and let us know that the company who started the work with the leaks will be back to address these issues. The furniture for the Children's Section has been ordered and since it is custom made for our library it will take 12 to 18 weeks to be installed.

Unpaid Leave Request. 2nd reading.

The Board of Trustees voted for the 2nd reading of the Unpaid Leave Request, the necessity for the policy is to be able to schedule employees for the best work flow for the Library and their patrons.

Joe Ferguson made a motion to approve the 2nd reading of the Part-time Employee Leave Policy; 2nd by Irene Grala; all in favor; yes; opposed, none. *Correction to minutes from 2/1/24 meeting.

Helen Jeon voted Opposed.

Open to the Public

Mr. Charlie Shin asked why the Library Board Minutes from September 2022 and September 2023 were still pending approval on the Library website. The Director noted that she will look into the matter and report her findings at the February 1st, 2024 meeting.

Sofia (a member of the public) also asked why the minutes were still pending.

Motion to Adjourn

Joe Ferguson made a motion to adjourn; 2nd by Fran Beck; all in favor; meeting adjourned at 8:10 pm.