

Palisades Park Public Library Board of Trustees

Minutes of Regular Meeting on December 5, 2024

At the Library Meeting Room

Flag Salute: 7:05 PM

Attendance:

| Name                                | Present |           | Absent |
|-------------------------------------|---------|-----------|--------|
| Joseph Ferguson (President)         | X       | In-person |        |
| Anne Ahne (Treasurer)               | X       | In-person |        |
| Alice Albanese                      | X       | In-person |        |
| Fran Beck                           | X       | Virtual   |        |
| Richard Giacobone                   |         |           | X      |
| Irene Grala                         | X       | In-person |        |
| Helen Jeon                          |         |           | X      |
| Superintendent Joseph Cirillo       |         |           | X      |
| Christine Y. Won-Yoon ( Mayor Alt.) | X       | In-person |        |

Quorum was established

This meeting is a regular meeting.

**President's Report** – Joe Ferguson has served for the past 10 years as the president of the Library Board and for the past 25 years for the board. He will step down in 2025.

**Treasurer's Report:** The bank accounts for the Public Library:

- New Millennium Bank: No additional statement
- Santander Bank: The CD will mature on December 14, 2024. Only the interest made may be spent on the Library.

**Resolution 2024-12-1: Approval of the October 2024 meeting minutes with a correction ('Neehn' to 'Meehan') on page 7. On page 7, all 'Neehn' will be changed to 'Meehan.'**

**The motion passed with the following roll calls.**

|                       |  |
|-----------------------|--|
| <b>Motion made by</b> | Joe Ferguson                             |
| <b>Seconded by</b>    | Irene Grala                              |
| <b>Yes</b>            | Joe, Anne, Alice, Fran, Irene, Christine |
| <b>No</b>             |  |

**Director's Report:**

- 2025 Budget

**Resolution 2024-12-2: Approval of the 2025 Budget.**

**The motion passed with the following roll calls.**

|                       |                                    |
|-----------------------|------------------------------------|
| <b>Motion made by</b> | Joe Ferguson                       |
| <b>Seconded by</b>    | Irene Grala                        |
| <b>Yes</b>            | Joe, Alice, Fran, Irene, Christine |
| <b>Abs</b>            | Anne                               |
| <b>No</b>             |                                    |

**Resolution 2024-12-3: Approval of November Bills and December Bills**

**lists The motion passed with the following roll calls.**

|                       |                                   |
|-----------------------|-----------------------------------|
| <b>Motion made by</b> | Joe Ferguson                      |
| <b>Seconded by</b>    | Alice Albanese                    |
| <b>Yes</b>            | Joe, Anne, Alice, Fran, Christine |
| <b>No</b>             |                                   |

**Resolution 2024-12-4: Approval of Mobile Print service subscription from Envisionware at \$575 annually with the initial installation fee of \$450 (one-time), a total of \$1,025.00**

**The motion passed with the following roll calls.**

|                       |                                    |
|-----------------------|------------------------------------|
| <b>Motion made by</b> | Joe Ferguson                       |
| <b>Seconded by</b>    | Irene Grala                        |
| <b>Yes</b>            | Joe, Alice, Fran, Irene, Christine |
| <b>Abstain</b>        |                                    |
| <b>No</b>             | Anne                               |

**Library lawyer**

The current lawyer will be retired by the end of December. Starting from January 2025, the Board needs a lawyer.

**Resolution 2024-12-5: Acceptance of Director’s resignation as of Dec. 31, 2024** The motion passed with the following roll calls.

|                       |              |
|-----------------------|--------------|
| <b>Motion made by</b> | Joe Ferguson |
| <b>Seconded by</b>    | Irene Grala  |
| <b>Yes</b>            | All in favor |
| <b>No</b>             |              |

**Resolution 2024-12-6: Acceptance of Librarian’s (K. Benjamin) resignation**

**The motion passed with the following roll calls.**

|                       |              |
|-----------------------|--------------|
| <b>Motion made by</b> | Joe Ferguson |
| <b>Seconded by</b>    | Irene Grala  |
| <b>Yes</b>            | All in favor |
| <b>No</b>             |              |

**Resolution 2024-12-7: Authorization of advertising two positions, interim director and full time librarian**

**The motion passed with the following roll calls.**

|                       |  |
|-----------------------|--|
| <b>Motion made by</b> | Christine Won-Yoon                       |
| <b>Seconded by</b>    | Irene Grala                              |
| <b>Yes</b>            | Joe, Anne, Alice, Fran, Irene, Christine |
| <b>No</b>             |  |

**Old Business**

- There are three lawyer candidates and possibly one more candidate. Anne will call the first three and find out their rates and qualifications. Potential candidates will be invited for an interview at the January meeting.

**Resolution 2024-12-8: Approval of hiring Joshua Lim to investigate the current complaint submitted to PERC at \$230 per hour but not to exceed \$10,000.0**

**The motion passed with the following roll calls.**

|                       |  |
|-----------------------|--|
| <b>Motion made by</b> | Joe Ferguson                             |
| <b>Seconded by</b>    | Anne Ahne                                |
| <b>Yes</b>            | Joe, Anne, Alice, Fran, Irene, Christine |
| <b>No</b>             |  |

**Resolution 2024-12-9: Approval of the SSA (Shared Service Agreement) with the Borough to improve the Library building**

**The motion passed with the following roll calls.**

|                       |  |
|-----------------------|--|
| <b>Motion made by</b> | Joe Ferguson                             |
| <b>Seconded by</b>    | Christine Won-Yoon                       |
| <b>Yes</b>            | Joe, Anne, Alice, Fran, Irene, Christine |
| <b>No</b>             |  |

**Resolution 2024-12-10: Authorization of moving the CD to either PNC Bank or New Millenium Bank in January 2025.**

Background: The CD (principal: \$20,000) at Santander Bank will mature on December 14, 2024. The interest may be used for the Library Board. Because Santander Bank requires additional documentation to continue, the Board discussed moving the CD to one of the banks with the Library accounts. The treasurer can find out the interest rates and decide.

**The motion passed with the following roll calls.**

|                       |  |
|-----------------------|--|
| <b>Motion made by</b> | Joe Ferguson                             |
| <b>Seconded by</b>    | Anne Ahne                                |
| <b>Yes</b>            | Joe, Anne, Alice, Fran, Irene, Christine |
| <b>No</b>             |  |

**Public Participation – Joe motioned to open it to the public, and Christine seconded. All in favor.**

This year is the last year of Joe Ferguson’s term. Mayor Kim joined the public and stated that Joe Ferguson has served on the Library Board for the last 25 years (as President for the past 10 years). Mayor Kim made a speech to express his appreciation for his service.

**Close Public Participation – Joe motioned to close, and Irene seconded. All in favor.**

**Enter the closed session – Joe motioned to enter, and Christine seconded. All in favor**

**Close the closed session – Joe motioned, and Irene seconded. All in favor.**

The Board realized that all voting should be done during the open meeting. Therefore, the board agreed to move voting on the two resolutions (2024-12-11 and 2024-12-12) out of the closed session. When the board returned from the closed session, there was no public attendance.

**Resolution 2024-12-11: Approval of the 2025 wage increase for the part-time staff as the updated wage increase by the Board (see the table below)**

| Title                  | 2024 wage | Updated increase for 2025 by the Board |
|------------------------|-----------|--|
| Page/Program Assistant | \$15      | \$16                                   |
| Library Asst           | \$16      | \$17                                   |

|              |      |      |
|--------------|------|------|
| Library Asst | \$16 | \$17 |
|--------------|------|------|

|                 |      |      |
|-----------------|------|------|
| ESL Teacher     | \$17 | \$18 |
| Custodian       | \$20 | \$22 |
| ESL Coordinator | \$26 | \$28 |
| Page            | \$15 | \$16 |
| Page (Summer)   | \$15 | \$16 |
| Page (Summer)   | \$15 | \$16 |
| YA Librarian    | \$31 | \$32 |

**The motion passed with the following roll calls.**

|                       |  |
|-----------------------|--|
| <b>Motion made by</b> | Joe Ferguson                             |
| <b>Seconded by</b>    | Anne Ahne                                |
| <b>Yes</b>            | Joe, Anne, Alice, Fran, Irene, Christine |
| <b>No</b>             |  |

**Resolution 2024-12-12: Approval of the Union Contract (2025-2028) with removal of Article XI 2b.**

**The motion passed with the following roll calls.**

|                       |  |
|-----------------------|--|
| <b>Motion made by</b> | Irene Grala                              |
| <b>Seconded by</b>    | Joe Ferguson                             |
| <b>Yes</b>            | Joe, Anne, Alice, Fran, Irene, Christine |
| <b>No</b>             |  |

Joe Ferguson motioned to adjourn the meeting, and Irene Grala seconded. And all were in favor. The meeting adjourned at 8:19 PM.