

Palisades Park Public Library Board of Trustees

Minutes of Regular Meeting on June 12th 2025

At the Library Meeting Room

Flag Salute 7:03 PM

Attendance: Roll Call

Name	Present	Absent
Barnabas Woo, President	X	
Alice Albanese		X
Fran Beck		X
Irene Grala	X	
Helen Jeon	X	
Hyoung Park	X	
Maureen Tansey	X	
Dr. Cirillo - Superintendent		X
Y. Christine Won-Yoon - Mayor Alternate	X	

Quorum was established.

This meeting is a regular meeting.

**President’s Report: Barnabas Woo**

“There will be no meeting on July and August”

**Approval of Minutes: PPPL 2025-06-01 Approval of Regular May 8, 2025 Meeting Minutes**

The motion was approved with the following roll calls.

<b>Motion made by</b>	I Grala
<b>Seconded by</b>	Y.C Won-Yoon
<b>Yes</b>	B Woo, H Jeon, H Park, M Tansey, Y.C Won-Yoon
<b>No</b>	
<b>Absent</b>	F Beck, A Albanese, J Cirillo

**PPPL 2025-06-02 Approval of the Executive May 8, 2025 Meeting Minutes**

The motion was approved with the following roll calls.

<b>Motion made by</b>	I Grala
<b>Seconded by</b>	Y.C Won-Yoon

<b>Yes</b>	B Woo, H Jeon, H Park, M Tansey, Y.C Won-Yoon
<b>No</b>	
<b>Abstain</b>	F Beck, A Albanese, J Cirillo

**Treasurer’s Report:**

**New Millennium Bank**

Beginning balance:\$1,124,533.71 + interest (\$3,630.84) = ending balance \$1,128,164.55

**PNC Bank**

Beginning balance:\$66,686.34 + deposits (\$812.44) - checks and deductions (\$4932.12) = \$\$62,566.66

**Director’s Report: Esperanza Pacheco**

- Borough required for POs: W-9, Vendor’s business registration
- New Borough employee: Brian Yun to replace Mary in August
- ESL: 3/4 of Pegah’s students are Palisades Park residents. There is waiting list & one-on-one classes with volunteers
- 5/23 Annual carpet cleaning was done from the leak
- 5/26 Memorial Day Parade
- 5/30 BCCLS One Card, Many Libraries video of library tour and programs
- 6/18 Last day of school
- 6/18-6/20 Library closed
- 6/23 Summer Reading Program begins: Color Our World

**Old Business**

**PPPL 2025-06-03 Authorizing Amendments to the By-laws.** The Board hereby directs the Confidential Administrative Assistant to distribute the fully updated By-laws to all Board Members - Approved.

<b>Motion made by</b>	Y.C. Won-Yoon
<b>Seconded by</b>	B Woo
<b>Yes</b>	B Woo, I Grala, H Jeon, H Park, M Tansey, Y.C Won-Yoon
<b>No</b>	
<b>Absent</b>	F Beck, A Albanese, J Cirillo

**PPPL 2025-06-04 Removing prior signatories from New Millennium Bank accounts.** NM bank has asked resolution specifically to remove the previously authorized personnels, Joe Ferguson, Stephanie Elstro, and Anne Ahne - Approved.

<b>Motion made by</b>	H Jeon
<b>Seconded by</b>	I Grala

<b>Yes</b>	B Woo, I Grala, H Jeon, H Park, M Tansey, Y.C Won-Yoon
<b>No</b>	
<b>Absent</b>	F Beck, A Albanese, J Cirillo

**PPPL 2025-06-05 Appointing Treasurer, authorizing bonding and additional signatory for financial institutions** - Hyoung Park has resigned as Treasurer of the Board and the Board wishes to appoint Helen Jeon as its new Treasurer. She is to be bonded as required by statute and to be designated as an additional signatory to the Board’s financial institution. The resolution was approved.

<b>Motion made by</b>	B Woo
<b>Seconded by</b>	Y.C Won-Yoon
<b>Yes</b>	B Woo, I Grala, H Jeon, H Park, M Tansey, Y.C Won-Yoon
<b>No</b>	
<b>Absent</b>	F Beck, A Albanese, J Cirillo

**Open to the Public:**

Andrew Meehan, Hackensack, NJ, public activist who frequents the meeting was there to follow-up on his agendas. First, regarding a PP library board member who is a family member to a staff member. Second, in another case in which he represents a PP library staff, being investigated. The case has not been decided by NJ PERC although the neutral party investigative attorney, in his conclusion, found no evidence of racial discrimination against this employee. Mr. Meehan, however, felt that his efforts brought an indirect result to current leadership changes.

**New Business:**

**PPPL 2025-06-06: Authorizing Petty Cash Fund and Payment of Certain Claims between meetings** - Library Director to approve claims and pay bills on the Board’s behalf between meetings of the governing body to help ensure the timely satisfaction of the Library’s financial obligations and so as to avoid incurring late fees for Veolia (water), P.S.E.&G, and Broadvoice. Moreover, for July and August 2025, when there are no meetings, the Library Director and the Board President in concurrence to approve all claims and pay all regular bill list items and expenses from June 13, 2025 to September 11, 2025. The Board authorizes the establishment of a petty cash fund not to exceed \$200 for 2025 which shall be managed and overseen by the Library Director. Approved as the following.

<b>Motion made by</b>	H Jeon
<b>Seconded by</b>	I Grala

<b>Yes</b>	B Woo, I Grala, H Jeon, H Park, M Tansey, Y.C Won-Yoon
<b>No</b>	
<b>Absent</b>	F Beck, A Albanese, J Cirillo

**PPPL 2025-06-07: Approving June 2025 Bill List - Approved**

<b>Motion made by</b>	Y.C Won-Yoon
<b>Seconded by</b>	H Jeon
<b>Yes</b>	B Woo, I Grala, H Jeon, H Park, M Tansey, Y.C Won-Yoon
<b>No</b>	
<b>Absent</b>	F Beck, A Albanese, J Cirillo

**The Board entered the Executive Session after reading OPMA and all voted yes.**

<b>Motion made by</b>	Y.C Won-Yoon
<b>Seconded by</b>	I Grala
<b>Yes</b>	B Woo, I Grala, H Jeon, H Park, M Tansey, Y.C Won-Yoon
<b>No</b>	
<b>Absent</b>	F Beck, A Albanese, J Cirillo

At 8:35 PM, The Board closed the Executive Session and the door was reopened for the open public session.

**PPPL 2025-06-08 Appointing Interim Director Chorong (Ella) Lee - Current Interim Director, Esperanza Pacheco will end her service on July 12, 2025 which began on January 9, 2025. The Board has carried a motion to authorize a new interim director, Chorong (Ella) Lee for a six month term beginning July 13, 2025 and ending January 13, 2026 compensation of \$65.00 per hour, in a total amount not to exceed \$59,150.00 with a 35 hour work week with no remote work except for required off-site meetings. Approved as the following.**

<b>Motion made by</b>	H Jeon
<b>Seconded by</b>	B Woo
<b>Yes</b>	B Woo, H Jeon, H Park, Y.C Won-Yoon
<b>No</b>	I Grala, M Tansey,
<b>Absent</b>	F Beck, A Albanese, J Cirillo

## **Adjournment**

At 8:46 PM, Irene made a motion to adjourn the board meeting and Christine seconded. All agreed.