

**Palisades Park Public Library Board of Trustees
 Minutes of Re-Organization Meeting on January 8, 2026
 At the Library Meeting Room
 Notice of OPMA Compliance was read.
 Flag Salute 6:01 PM
 Attendance: Roll Call**

Name	Present	Absent
Carl Albano - Superintendent	X	
Fran Beck	X	
Irene Grala	X	
Helen Jeon	X	
Christopher Kwak - Mayor's Alternate	X	
Alessandro Monteleone	X	
Hyoung Park	X	
Maureen Tansey	X	
Barnabas Woo - via Zoom call	X	

Quorum was established.

Also present were Chorong (Ella) Lee, Library Director, Anne Ahne, Confidential Administrative Assistant, and Kraig Dowd, Esq., Board Attorney.

Christopher Kwak is a newly appointed Councilman for 2026.

This meeting is a re-organization meeting.

Elections for the Library Board officers took place and **the following resolutions have passed.**

PPPL 2026-01-01: Electing Board President - Alessandro (Alex) Monteleone

Motion made by	Fran Beck
Seconded by	I Grala
Yes	C Albano, I Grala, H Jeon, C Kwak, A Monteleone, H Park, M Tansey
No	
Abstain	B Woo
Absent	

PPPL 2026-01-02: Electing Board Vice-President - Barnabas Woo

Motion made by	M Tansey
Seconded by	I Grala
Yes	C Albano, F Beck, I Grala, H Jeon, H Park, M Tansey
No	B Woo, H Jeon, C Kwak, A Monteleone
Abstain	
Absent	

PPPL 2026-01-03: Electing Board Treasurer - Helen Jeon

Motion made by	C Kwak
Seconded by	I Grala
Yes	C Albano, I Grala, F Beck, H Jeon, C Kwak, A Monteleone, H Park, M Tansey, B Woo
No	
Abstain	
Absent	

**PPPL 2026-01-04:
Electing Board
Secretary -
Councilman
Christopher Kwak**

Motion made by	H Jeon
Seconded by	A Monteleone
Yes	C Albano, I Grala, H Jeon, C Kwak, A Monteleone, H Park, M Tansey, B Woo
No	
Abstain	
Absent	

Appointments of Board Attorney:

PPPL 2026-01-05: Awarding contract to Attorney Kraig Dowd of Weber Dowd Law for 2026 calendar year, in an amount not to exceed \$25,000. The account number to be charged is the budget line for Library Legal Fees.

Motion made by	C Kwak
Seconded by	M Tansey
Yes	C Albano, I Grala, F Beck, H Jeon, C Kwak, A Monteleone, H Park, M Tansey, B Woo
No	
Abstain	
Absent	

Appointing a Confidential Administrative Assistant:

PPPL 2026-01-06: Appointing Anne Ahne to the position of 2026 Confidential Administrative Assistant for a one year term, including an annual stipend of \$10,000 until January 2027 meeting.

Motion made by	H Jeon
Seconded by	C Kwak
Yes	C Albano, I Grala, F Beck, H Jeon, C Kwak, A Monteleone, H Park, M Tansey, B Woo
No	
Abstain	
Absent	

PPPL 2026-01-07: The Palisades Park Library Board of Trustees awards contract for professional auditing services to Garabini & Co. P.C. to audit its books, accounts, and financial transactions for the prior fiscal year in an amount not to exceed \$6,000. The contract shall expire on December 31, 2026. The Resolution passed.

Motion made by	H Jeon
Seconded by	I Grala
Yes	C Albano, I Grala, F Beck, H Jeon, C Kwak, A Monteleone, H Park, B Woo
No	
Abstain	M Tansey
Absent	

PPPL 2026-01-08: Authorizing Agreement with the Library Director - The Board approves and authorizes the three year employment agreement from January 14, 2026 - January 13, 2029 memorializing all terms presented by the Board Attorney and Director Lee. The Resolution passed.

Motion made by	I Grala
Seconded by	F Beck
Yes	C Albano, I Grala, F Beck, H Jeon, C Kwak, A Monteleone, H Park, B Woo
No	
Abstain	M Tansey
Absent	

PPPL 2026-01-09: Authorizing banking depositories, signatories and a petty cash fund - PNC Bank and Millennium Bank are the Board’s financial depositories. Borough employees Roy Rigittano and Michael Apicella, and Board Treasurer Helen Jeon are designated as the Board’s three signatories. The Board authorizes its Library Director to approve utility payments of Veolia (water), PSE&G, and Broadvoice in a timely manner not to incur late payments. The establishment of a petty cash fund not to exceed \$200 shall be managed and overseen by the Library Director.

Motion made by	H Jeon
Seconded by	F Beck
Yes	C Albano, I Grala, F Beck, H Jeon, C Kwak, A Monteleone, H Park, M Tansey, B Woo
No	
Abstain	
Absent	

Approval of the Minutes

PPPL 2026-01-10: Approval of the December 18, 2025 Regular Meeting Minutes

Motion made by	I Grala
Seconded by	H Park
Yes	C Albano, I Grala, F Beck, H Jeon, C Kwak, A Monteleone, H Park, B Woo

No	
Abstain	M Tansey
Absent	

PPPL 2026-01-11: Approval of the December 18, 2026 Executive Meeting Minutes

Motion made by	F Beck
Seconded by	I Grala
Yes	C Albano, I Grala, F Beck, H Jeon, C Kwak, A Monteleone, H Park, B Woo
No	
Abstain	M Tansey
Absent	

PPPL 2026-01-12: Approval of the December 2025 Bill List

Motion made by	C Kwak
Seconded by	I Grala
Yes	C Albano, I Grala, F Beck, H Jeon, C Kwak, A Monteleone, H Park, M Tansey, B Woo
No	
Abstain	
Absent	

Treasurer’s Report: Helen Jeon

New Millenium Bank: Beginning: \$1,052,182.41+ \$3,730.25 (interest) - \$4,000 (debit) = \$1,051,912.66 balance.
PNC Bank: Beginning \$54,298.24 + \$7,431.94 (deposits) - \$7,521.63 (deductions) =\$54,208.55.

Entering the Executive Session:

PPPL 2026-01-13: Authorizing Entry into Executive Session - According to OPMA N.J.S.A. 10:4-6

Motion made by	A Monteleone
Seconded by	I Grala
Yes	C Albano, I Grala, F Beck, H Jeon, C Kwak, A Monteleone, H Park, M Tansey, B Woo
No	
Abstain	
Absent	

At 6:38 PM the Board entered into the Executive Meeting.

At 7:30 PM the Board left the Executive Session and entered the Open Session.
Councilman Kwak made a motion, F Beck seconded. All in favor of entering back to the Public Session.

PPPL 2026-01-14: Authorizing the Hiring of a Full-time Librarian, Jacqueline Hertz - She will begin

her position on January 26, 2026 as a full-time librarian at an annual salary of \$60,000 along with the standard benefits to be memorialized in an offer letter to be issued. The position shall be subject to a 3-month probationary period.

Motion made by	I Grala
Seconded by	C Kwak
Yes	C Albano, I Grala, F Beck, H Jeon, C Kwak, A Monteleone, H Park, M Tansey
No	
Abstain	
Absent	B Woo

At 7:40 PM, Alex made a motion to adjourn. Councilman Christopher seconded. The Board voted unanimously and the meeting was adjourned.