

The Board of Trustees of Teaneck Public Library

Minutes of the Regular Board Meeting of the Board of Trustees

September 4, 2025

(Note: Due to library renovations, this was an online meeting via Google Meet.)

Call to Order, Attendance

Call to order at 7:02 PM. This meeting is being held in accordance with Public Law - 1975 Chapter 231, the Open Public Meetings Act, also known as the "Sunshine Law." The adequate notice of the meeting, including the date, time, and place of the meeting, has been provided.

Trustees Present: Benjy Burnat, President; Keisha Carter, Vice President; Paul Ostrow, Treasurer; Evalyn Brownstein; Myron Chaitovsky; Sandra Silverberg; Seleene Lewis Wong, Mayor's Representative.

Also Present: Shinae Hyun, Library Director; Karen Orgen, Council Member; Lynn Kloss and Susan Maier, Friends of the Teaneck Public Library.

Absent: Chondra Young, Secretary; Dr. Andre Spencer, Superintendent.

Minutes

Upon motion by Sandi Silverberg, (Myron Chaitovsky, second), the minutes of the Board's July 2025 meeting were accepted without objection, with all in favor.

Friends Report

Sandra Silverberg, President of the Friends, reported that they are very busy helping to plan the reopening. Several projects are ongoing, including the fall campaign and budget.

Treasurer's Report

Upon motion by Paul Ostrow (Sandi Silverberg, second), the Financial Report was accepted without objection, with all in favor.

Director's Report

Director Shinae Hyun reported:

1. The Library had a very robust *Summer Reading Program*, with all 300 ice cream coupons given out.
 - a. Many children and teens are picking up their prizes as they complete their reading goals.
 - b. 506 children and teens registered for the reading program; 172 have completed the challenge.
 - c. Winners of the staff-assembled prize baskets will be announced after Labor Day weekend.

Approved by the Library Board of Trustees on October 9, 2025

2. *Storytime in the Park* consistently attracted 30-50 participants.
3. *Creekside Adventures Storytime* was offered with the partnership with the Teaneck Creek Conservancy to connect children with literature and the natural world.
4. The *Little Artists Studio* program worked well with our summer theme, *Color Our World*.
5. The *Reader's Theater* program was offered by a New Milford resident and the Teaneck staff assisted.
6. *Chess for Kids* and *Lego Pals* programs provided good volunteer opportunities for teens.
7. Thank you to the Friends for sponsoring most of the Library's summer teen programs, including the *Teen Volunteer Pizza Party* at New Milford.
8. The *Family Campfire* program had perfect weather this year.
9. For adults, there was *Needle Felting*, *No-Mow Lawn*, and *Friends Fridays* programs, which consistently had 30+ participants.
10. There will be no more Sunday hours until we reopen at Teaneck Library. There was a specific email sent through Constant Contact to advise patrons of those libraries that are open on Sundays.
11. There will be a pause on programs in October, to prepare for our reopening. However, there may be *Outdoor Storytimes* in the Children's Reading Garden.
12. Staff have been visiting the Farmers Market; it is always nice to see familiar faces outside the Library.
13. There have been a lot of HVAC issues, including a burst pipe that caused the whole ceiling to come down in the vestibule in the Reference Room, which will be fixed after the Library obtains its CO.
14. There was some water damage when the Auditorium got flooded, impacting some boxes of library materials stored there. Since the library movers had packed and stored the boxes in a certain order, we did not see the extent of the damage until they began moving the books back onto the shelves;
15. The Library continued our monthly visits to Arbor Terrace.
16. There were a lot of HVAC issues. The motors need to be replaced for the lower level stacks' air handler and the one in the roof unit - about \$5,000 in total.
17. Amy Sears, the Head of Youth Services, retired on August 1.
18. The Director is a co-mentor of the new Palisades Park Library Director.
19. Before reopening, part-time positions in several departments will be posted.

New Business

Resolution LB-25-20: 2026 Holiday/Closings Schedule

*Resolution LB-25-21: 2026 Library Board of Trustees Meeting**

Resolution LB-25-22: Adopt Shared Services Agreement with County of Bergen to Provide Secure High Speed Optic Fiber Internet Services

** Change noted for April board meeting: April 2 -> April 9.*

Myron Chaitovsky moved (Paul Ostrow, second) to approve the above Resolutions, with all in favor.

Old Business

Construction:

There are now about 10 items remaining on the punch list. After, there will be phone and video camera wiring and moving the library materials back onto the shelves. Furniture delivery has been scheduled.

The Director met with the BCCLS and determined right before reopening, they will: 1) turn on delivery; 2) turn on pick-up location; and 3) BCCLS bulk change all Teaneck patrons' pick-up to be Teaneck Library.

There is no reopening date yet but once the date is determined, it will be announced, and likely with limited services. The Director and Friends President are working on reopening event plans.

Administrative Assistant Deborah Young obtained estimates for window treatments, and for a deep cleaning of the public bathrooms and the entry. The Director will meet with a landscaper next week for the grounds in front of the Library, joined by the Friends President.

New Construction:

There is a Bergen County Block Grant that will open in December, and is limited to one application per municipality. The Director will talk to the Town Manager about the Library applying - to fund part of renovating the Auditorium (currently not fully handicapped accessible) and the public bathrooms.

Resolution LB-25-25: Accept RSC Architects Proposals for Renovations to the Auditorium & Toilet Rooms

Sandra Silverberg moved (Evalyn Brownstein, second) to approve them, with all in favor.

Remarks from the Public

Lynn Kloss of the Friends spoke about the New Milford patrons she encountered, who said they will miss Teaneck librarians and our children's programs. She also reminded everyone of the upcoming BCCLS Trustee Committee meeting and to let her know if interested.

Susan Maier of the Friends expressed she was often next to the Library at the Farmers Market and could see "Teaneck staff really engaged the kids," and "...that the kids did not want to leave the Library table."

Trustee Evalyn Brownstein raised a museum pass issue specific to those that had to be picked up in person at the New Milford Library. It was suggested that this be passed to the Director, so that person could be advised Teaneck Library allows a generous 3 days for the in-person museum pass. The board and public were reminded there will be a brief period when Teaneck Library in-person museum passes do not circulate, to facilitate their return to the Teaneck Library.

Closed Session

Upon a motion by Sandra Silverberg (Myron Chaitovsky, second), the meeting went into a closed session at 7:54 PM, with all in favor. The meeting resumed at 8:02 PM, with a motion by Paul Ostrow (Sandra Silverberg, second).

Resolution LB-25-23: Promotion of Jonna Davis to Supervising Librarian

Resolution LB-25-24: Promotion of Alicia Kurz to Supervising Librarian

Upon a motion by Sandra Silverberg (Myron Chaitovsky, second), the above Resolutions were passed, with all in favor.

Adjournment

Upon a motion to adjourn by Paul Ostrow (Seleene Lewis Wong, second), the meeting adjourned at 8:10 PM without objection.