

The Board of Trustees of Teaneck Public Library

Minutes of the Regular Board Meeting of the Board of Trustees

September 3, 2026

Call to Order, Attendance

Call to order at 7:02 PM with the reading of the latest iteration of Section 5A of the Open Public Meetings Act, indicating that adequate notice of the meeting had been provided by way of an annual meeting schedule posted in the Library and on the Library's website, in the Bergen Record, *Teaneck Patch*, *The Jewish Link*, and *The Jewish Standard*, and in the Town Clerk's office.

Sunshine Notice: 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; Paul Ostrow, Treasurer; Myron Chaitovsky, Secretary; Evalyn Brownstein; Sandra Silverberg; Seleene Lewis Wong, Mayor's Representative; Terrie Roberts, School Superintendent's Representative.

Also Present: Shinae Hyun, Library Director.

Absent: Keisha Carter, Vice President; Karen Orgen, Council Member; Chondra Young.

Ms. Roberts (the School Superintendent's Representative) was sworn in at the start of the meeting. (Myron Chaitovsky's appointment was not yet approved by the Town Council and he was not counted towards the required quorum.)

Minutes

Upon motion by Sandi Silverberg (Seleene Lewis Wong, second), the minutes of the June meeting were accepted, without objection.

Friends Report

Sandi Silverberg, President of the Friends, reported: the Friends had a busy summer:

- The auditorium was not always available, but the Director and the Adult Services Librarian pivoted and moved concerts to the Atrium.
- The concerts were well attended.
- Three thought-provoking movies were shown (in the auditorium), with approximately 50 patrons in attendance at each, and a core of roughly 25 remaining after each film for discussion.
- A new brochure has been produced regarding museum passes.
- The Friends will be voting next week on a proposed budget and have received the Library Director's wish list. The Friends President is optimistic that these requests will be financed.

Treasurer's Report

Upon motion by Sandi Silverberg (Paul Ostrow, second), the Treasurer's Report was accepted without objection.

The President informed the Trustees that insurance claims for flooding and subsequent amelioration resulted in an initial payout of \$6,117.17 by the insurance company, already received and deposited by the Town into a Town account that usually contains State Aid. The plan is to use this to pay architect expenses for the bathroom renovation.

(It was explained that there are four accounts relevant to the Library: the first is our operating budget, the second is where State Aid is deposited; a third account is a miscellaneous account with Bogota Bank; there is also a capital account [which, it was explained, is not really our money until we spend it.])

The President suggested we rename the *State Aid Account*, calling it the *Library Residual Fund*, and put the insurance reimbursement there. A motion to move \$6,117.17 from the State Aid Account and to rename that account was moved by Sandi Silverberg and seconded by Seleene Lewis Wong. There were no objections.

It was further noted that the *State Aid Account* is underfunded: the statutory minimum is \$3.15 million and we are \$75,000 short. It was proposed (but not voted on) that these monies be used to finance the basement bathroom renovations, with any excess to be rolled over towards renovation of the auditorium

Another issue: The budget that was proposed and the budget that the Town approved do not appear to match: a discrepancy of \$400,000. The Town Manager says this is a typo and is working with the CFO to correct this. Our current Library Budget does not include health benefits, FICA, pension, or

utilities expenses; in short, it does not truly reflect our financial reality. The President proposes that we 'get real.' In addition to accounting for the above items, we also include donations from the Friends of the Teaneck Public Library, as well as any other donations/bequests received.

Director's Report

Director Shinae Hyun reported:

1. Our 2026 Summer Reading Challenge, *Unearth a Story*, launched in late June. Despite being moved indoors due to weather, the kickoff party drew approximately 310 attendees, including 215 children and teens. Families enjoyed a variety of dinosaur-themed activities, an ice cream truck sponsored by the Friends, and visits from life-size dinosaur characters. (The 8 foot T Rex was especially popular.) Teens participated in button-making and tote bag decorating. Patrons enjoyed the Summer Reading decorations throughout the Children's and Teen areas.
2. An Adult Summer Reading Program began at the same time and the response was particularly strong with more than 100 adults registered within the first week, concluding with 250 adult participants. All Summer Reading Raffle Winners have been notified and most have already received their prizes.
3. Two *Librarians for a Day* joined us for their special experience in August. Each received an official name tag, created a book display in the Children's Room, assisted staff there and at the circulation desk, created a 3D print, and got a behind-the-scenes look at how a Library works. The winners – and their parents – loved the experience.
4. In June, adults enjoyed several programs: *Mixed Media Collage*, *Practical Artificial Intelligence Tools*, and a *Trivia Night* (sponsored by the Friends). In July, there were *Printing Workshop* and *Glass Printing* programs. In August, *Parchment Design*, and *Crocheting for Beginners* were both well attended. As in the past, our adult craft programs are very popular, with registration filling up within minutes of opening. *Friends Friday* featured 6 diverse educational and recreational lectures and continues to attract a strong turnout of seniors on Friday mornings. Once the elevator is fixed it is hoped that the program will grow even more.
5. Adult services staff has begun to match ESL students with tutors and has upgraded the program's database, which currently includes 62 tutors and 68 students. *Literacy Volunteers at Pascack Valley* offered a tutor training session in August in which two of our Staff members and three tutor volunteers participated. The program will kick off officially in September, and Adult Services Assistant Alyssa Perrone will teach the ESL classes.

6. Our *StoryWalk Story Time* at Sagamore Park featured Bill Thompson's *Chalk*. This is our last *StoryWalk Program*, as the installation is being removed from the park due to safety concerns. In addition, Sagamore Park is undergoing major renovation. Suggestions are sought as to the relocation of *Story Walk*.
7. *Eric Carle Birthday Celebration Week* was offered in June and featured the donation of a signed Eric Carle print by the Schulthes family. The event included a storytime and craft, drop-in activities, and a display in the Children's Room featuring Carle's books and illustrations.
8. *Reader's Theater* debuted this summer and during its four-week run, participants worked to develop reading confidence and performance skills. The program concluded with a performance for family and friends. A new five-week *Kindergarten Club* (limited by staffing to less than 20 registrants; there was a wait list) was designed to help children with kindergarten readiness. The program concluded with a celebration featuring a school bus photograph and a *Kindergarten Club* graduation ceremony.
9. Mr. Corbitt returned for the popular *Music Storytime* in August, once again drawing a large crowd. We were able to hold the program outdoors in the Reading Garden which enabled us to accommodate more families for a lovely morning of music and movement.
10. Teens enjoyed *Paint Night* and *Craft* programs with Teen Librarian Lydia Shin. Ms Shin has also offered a *Dungeons & Dragons* program for younger teens in grades 5 - 8. Monthly programs are planned for the fall. *Escaping the Library* challenged teams to escape from an art gallery themed around the Dada art movement. *Cupcake Wars* encouraged teens to utilize their creativity through three themed challenges.
11. As part of our outreach, and to promote Summer Reading Programs, staff visited the following schools in Teaneck: Bryant, Hawthorne, Lowell, Whittier, The Teaneck Early Learning Center, Teaneck Community Charter School, Thomas Jefferson, Benjamin Franklin, and Teaneck High School.
12. Limone Gardens spruced up our garden in early June, weeding and transplanting several shrubs. They also adjusted our sprinkler system. RAK Plumbing fixed leaks in the upstairs staff bathroom, and replaced a thermal expansion tank, restoring hot water access.
13. In late June, Head of Maintenance, Chris McLaughlin, discovered issues with the lights in the Children's Room and contacted Mardel Electric to resolve this. Mardel also replaced a fan motor in the upstairs staff bathroom.
14. A staff member was unable to exit the locked upper level bathroom, but was eventually released. Main Lock was called and replaced the mechanism on July 6.

15. Heavy rains resulted in seeping water at the emergency exit doors along the Teaneck Road stairwell in late July. Principal Library Assistant Biju Mammen and Library Assistant Roxana Dempsey were busy mopping these floors. A week later, Head of Maintenance Chris McLoughlin discovered a roof leak above the back Fiction stairwell. An ESCNJ roofing company came and found an active leak in the stairwell there from the small flat roof area. We are waiting to schedule the repair work. Additionally, it was determined that the tower requires restoration work.
16. The Township is moving forward (if slowly) on repairing our elevator. Champion Elevator arrived in early August to take measurements; a timeline for the work is forthcoming.
17. In early August, it was noted that part of the new stairwell railing was loose. The contractors confirmed that the warranty had expired but indicated they may do the repair for free as a courtesy, since this is a small job. However, this is dependent on the Town paying the contractor's outstanding bill. The Director is waiting to see if the contractor will actually do the repair work or if a railing vendor needs to be hired directly.
18. We welcomed Hanson Lee as a Temporary Youth Services Assistant; he is now off to college. In Adult Services, May Kwon began as an Adult Services Librarian in mid-July. Library Assistant Alyssa Perrone is moving to Adult Services and will work to support Library Programs and ESL classes. Patron Services Department saw Kenya Garcia promoted from Page to Library Assistant and Margie Westwood was hired as a Library Assistant. A new Page, Cass Katz will begin in September.
19. Four staff members celebrated 15- and 20-year milestones: Rosann Flynn-15 years; Margo Franklin, Biju Mammen, and Chris McLoughlin each marked 20 years of service.

New Business

Resolution LB-26-17 - Disposition of a 12-Month Bogota Bank CD Due to Mature on 9/16/26 -

Upon motion by Sandi Silverberg (Paul Ostrow, second) it was agreed to change the term of the 12-month CD to 6 months, with a new maturity date in March 2027.

Resolution LB-26-18: Reiner HVAC Agreement was renewed, upon motion by Paul Ostrow (Sandi Silverberg, second).

Resolution LB-26-19: May Kwon was promoted to FT Adult Services Librarian, retroactive to July 16, 2026, upon motion by Sandi Silverberg (Seleene Lewis Wong, second).

Old Business

It is estimated that the elevator repair will cost us \$96,000. The long delay, it was explained, is owed to each potential contractor taking its time to make and report its assessments, as well as the Town Council moving slowly in reaching its decisions, as well. We are told that the manufacturer is now at work to fashion the part or parts needed to make the repair.

Adjournment

Upon motion by Paul Ostrow (Sandi Silverberg, second), the meeting adjourned at 8:23 PM, with all in favor.

Myron Chaitovsky

Prepared by Deborah Young