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Kathy Schalk-Greene, Executive Director Kathy@librarylinknj.org

EXECUTIVE BOARD MEETING
Thursday, January 26, 2017
Online and in Person . 2:30 p.m. start time

MINUTES

EXECUTIVE BOARD

Present

Cathy Boss
Candice Brown
Steve Chudnick
Janice Cooper
Heather Craven
Tanya Finney Estrada
Michelle McGreivey
Kimberly Paone
Lynn Pascale
Adele Puccio
Irene Sterling
Rick Vander Wende
Anne Wodnick

Absent

Karen Brodsky
Ranjna Das

Also Attending

Kathy Schalk-Greene, Executive Director
Joanne Roukens, Assistant Director
Michelle Stricker, New Jersey State Library
Sophie Brookover

CALL TO ORDER

The meeting was called to order at 2:36 p.m. by President Kimberly Paone, who announced that the meeting was in compliance with the Open Public Meetings Act.

APPROVAL OF MINUTES

Kimberly Paone presented the minutes of the October 20, 2016 board meeting. Adele Puccio seconded the motion, which passed with two abstentions and one correction.

TREASURER'S REPORT

Rick Vander Wende, Treasurer, presented the December 2016 Report of Expenditures and moved to accept. Michelle McGreivey seconded the motion, which passed. He also presented the December Report of Investments and moved to accept. Anne Wodnick seconded the motion, which passed. The reports were filed for audit.

REPORT OF THE STATE LIBRARY

Michele Stricker presented a written report from the State Library.

REPORT OF THE EXECUTIVE DIRECTOR

Executive Director Kathy Schalk-Greene reported on the following issues:

Economic Savings through Resource Sharing

- **Delivery.** Kathy Schalk-Greene reported that the contract with Dynamex was signed on 12/22/16.
- **Collaboration.**
 - Kathy Schalk-Greene reported on the plans for the 2017 NJLA Conference.
 - She also worked with the Public Policy Committee and submitted a pre-conference proposal which was accepted entitled *One Talking Point at a Time: Library Sound Bites That Work*.
- **Projects.**
 - *MentorNJ.* Mi Sun Lyu and the team continue working to promote MentorNJ and plan for Year 2 programs. Highlights were discussed.
 - *Diversity Resources Online.* Mi Sun Lyu continues to administer this site.
 - *Meetings attended by staff.* Professional meetings and LLNJ Events attended were outlined.

Knowledge, Skills and Professional Growth

- **Continuing Education.** Joanne Roukens reported on the continuing education offerings and activities for members.
- **CE Workshops Attended.** Workshops attended by staff were highlighted.

Innovation and Reinvention.

- Mi-Sun Lyu continues to maintain the website and will make updates as necessary.
- Social Media Management activities were reported by Sophie Brookover.

Other Activities

- Additional Staff Activities were reported.

Candice Brown moved to approve the Executive Director's Report. Michelle McGreivey seconded the motion, which passed.

CORRESPONDENCE

- An email from Robert W. Pladek with a suggestion for home delivery was reviewed.

UNFINISHED BUSINESS

- **Strategic Planning.** Kathy Schalk-Greene reported on the members of the committee. The first meeting has been scheduled.
- **Delivery Consultant.** This information was reported in the Director's Report.

NEW BUSINESS

- **Personnel Committee.** The board adjourned to Executive Session at 3:01 p.m. The board reconvened at 3:19. Candice Brown moved to accept Kathy's evaluation, which was complimentary and to approve a 2.75 percent increase in salary as of January 1, 2017. Janice Cooper seconded the motion, which passed.
- **Budget Line Revisions.** Candice Brown moved to increase the amount allotted for refreshments. Adele Puccio seconded the motion, which passed.
- **Incubator/Innovation Projects for 2017.** Four major services are provided. Heather Craven moved to approve these services. Steve Chudnick seconded the motion which passed.

AGENDA ITEMS FOR NEXT MEETING (online, February 16, 2017)

- None

ADJOURNMENT

Candice Brown moved to adjourn the meeting. Steve Chudnick seconded the motion, which passed. The meeting was adjourned at 3:50 p.m.

Respectfully submitted,

Lynn Pascale, Secretary