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Kathy Schalk-Greene, Executive Director [Kathy@librarylinknj.org](file:///C:\Users\Kathy\Downloads\Kathy@librarylinknj.org)

EXECUTIVE BOARD MEETING

Thursday, July 21, 2016

In Person at LibraryLinkNJ Office – 2:30 p.m. start time

MINUTES

## EXECUTIVE BOARD

**Present Absent**

Adele Puccio

Cathy Boss Karen Brodsky

Candice Brown Lynn Pascale

Steve Chudnick Irene Sterling

Janice Cooper

Heather Craven

Ranjna Das

Tanya Finney Estrada

Michelle McGreivey

Kimberly Paone

Rick Vander Wende

Anne Wodnick

### Also Attending

Kathy Schalk-Greene, Executive Director

Joanne Roukens, Assistant Director

Michelle Stricker, New Jersey State Library

**CALL TO ORDER**

The meeting was called to order at 2:05 p.m. by President Candice Brown, who announced that the meeting was in compliance with the Open Public Meetings Act.

Anne Wodnick, presented the Reorganization Committee’s recommendation for FY17 Board officers and committee appointments. Anne Wodnick moved to accept the new slate. Michelle McGreivey seconded the motion, which passed unanimously. The approved list follows:

## ***LIBRARYLINKNJ EXECUTIVE BOARD OFFICERS FOR FY17 – Updated 7/21/16***

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| --- | --- | --- |
| **Position** | **Name** | **Library** |
| President | Kimberly Paone | Matawan-Aberdeen PL |
| Vice President | Steven Chudnick | Brookdale Community College |
| Secretary | Lynn Pascale | Collingwood Middle/High School |
| Treasurer | Rick Vander Wende | Waldwick Public Library |
| Assistant Treasurer | Michelle McGreivey | Hoboken Junior Senior High School |

***LIBRARYLINK NJ BOARD COMMITTEES FOR FY 2017***

***Finance Committee (Composition defined in Bylaws)***

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| --- | --- | --- |
| **Position** | **Name** | **Library** |
| Vice President | Steven Chudnick | Brookdale Community College |
| Treasurer | Rick Vander Wende | Waldwick Public Library |
| Assistant Treasurer | Michelle McGreivey | Hoboken Junior Senior High School |

***Personnel Committee***

|  |  |  |
| --- | --- | --- |
| **Position** | **Name** | **Library** |
| Committee Chair | Candice Brown | Clifton Public Library |
| Committee Member | Ranjna Das | Burlington County Library |
| Committee Member | Tanya Finney Estrada | Waterford Township Library |
| Committee Member | Janice Cooper | Northern Valley Regional High School Library |

***Nominations Committee***

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| --- | --- | --- |
| **Position** | **Name** | **Library** |
| Committee Chair | Steve Chudnick | Brookdale Community College |
| Committee Member | Lynn Pascale | Collingwood Middle/High School |
| Committee Member | Karen Brodsky | Library of the Chathams |

***Membership Committee***

|  |  |  |
| --- | --- | --- |
| **Position** | **Name** | **Library** |
| Committee Chair | Irene Sterling | Lay Representative |
| Committee Member | Tanya Finney Estrada | Waterford Township Library |
| Committee Member | Karen Brodsky | Library of the Chathams |

***Strategic Planning Committee***

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| --- | --- | --- |
| **Position** | **Name** | **Library** |
| Committee Chair | Heather Craven | County College of Morris |
| Committee Member | Michelle McGreivey | Hoboken Junior Senior High School |
| Committee Member | Janice Cooper | Northern Valley Regional High School |
| Committee Member | Irene Sterling | Lay Representative |
| Committee Member | Ranjna Das | Burlington County Library |
| Committee Member | Candice Brown | Clifton Public Library |

***Reorganization Committee***

|  |  |  |
| --- | --- | --- |
| **Position** | **Name** | **Library** |
| Committee Chair | Anne Wodnick | Gloucester County Library |
| Committee Member | Cathy Boss | Jersey Shore University Medical Center |
| Committee Member | Adele Puccio | Bloomfield Public Library |

***Bylaws Ad Hoc***

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| --- | --- | --- |
| **Position** | **Name** | **Library** |
| Committee Chair | Adele Puccio | Bloomfield Public Library |
| Committee Member | Anne Wodnick | Gloucester County Library |
| Committee Member | Cathy Boss | Jersey Shore University Medical Center |
| Committee Member | Heather Craven | County College of Morris |

**Newly elected Board President Kimberly Paone acknowledged and commended outgoing Board President Candice Brown for her work on behalf of the LibraryLinkNJ Board during FY15 and FY16.**

**APPROVAL OF MINUTES**

Janice Cooper presented the minutes of the June 16, 2016 board meeting and moved for approval. Michelle McGreivey seconded the motion, which passed.

**TREASURER’S REPORT**

Assistant Treasurer Michelle McGreivey, presented the May 2016 Report of Investments and moved to accept. Candice Brown seconded the motion, which passed. The report was 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** met with Dynamex senior staff on June 8 to review current operations and established a meeting of the Delivery Task Force for July 27.

***Advocacy, Collaboration, and Partnerships***

* **Advocacy.** Kathy Schalk Greene attended the NJLA Public Policy meeting on June 17. She was appointed to the NJLA Public Policy Committee for 2016-17.
* **Collaboration and Partnerships**
  + Officers and staff from NJLA, NJASL, the State Library and LLNJ met at the Piscataway Public Library to review the impact of the Every Student Succeeds Act (ESSA) on schools and school media centers. Joanne Roukens represented LLNJ.
  + Kathy attended the VALE Members Council on June 9 at which time FY17 budget was approved without VALID funding. VALE voted to return to LLNJ the $40,000 given to support the project.
  + Kathy attended a conference call on June 13 organized by Michelle Stricker at the State Library bringing together mental health and library communities to discuss joint training for library staff.
  + Kathy met with NJ State Librarian Mary Chute on June 16 to discuss future plans for the State Library and LLNJ.
  + Projects.
    - *Makerspace Next Steps* were highlighted activities. Highlights were discussed.
    - *MentorNJ.*Mi Sun Lyu and the team continue working to promote MentorNJ and plan Fall 2016 programs.
    - *Diversity Resources Online.* Mi-Sun Lyu continues to administer the site.
    - *Project Management Project.* Mi-Sun Lyn will start work on the project implementation in June.

***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 Kathy Schalk Greene 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.
  + She also fine-tuned a Wufoo form for developing an intake Process.

***Other Activities***

* + Additional Staff Activities were reported.

Steve Chudnick moved to accept the Executive Director’s Report. Cathy Boss seconded the motion, which passed.

**CORRESPONDENCE**

* Draft Position Statement on the Role of Effective School Library programs in the Every Student Succeeds Act of 2015. Steve Chudnick motioned that LibraryLinkNJ supports the letter as long as NJASL passed it without any major changes. Heather Craven. Seconded the motion,which passed.
* Email from James Lonergan regarding Regional Library Cooperative Regulations. Anne Wodnick moved to support this email. Candice Brown seconded the motion, which passed.

**UNFINISHED BUSINESS**

* There was no unfinished business.

**NEW BUSINESS**

* **Code of Ethics** was reviewed for new board members.
* **Consultant for Strategic Plan.** Candice Brown moved to hire a consultant to assist with preparation of the Strategic Plan at a cost not to exceed $20,000. Michelle McGreivey seconded the motion, which passed.

**AGENDA ITEMS FOR NEXT MEETING** (Webcast – September 22, 2016)

Review Board Calendar.

Strategic Plan

Regulations

**ADJOURNMENT**

Janice Cooper moved to adjourn the meeting. Steve Chudnick seconded the motion, which passed. The meeting was adjourned at 3:25 p.m.

Respectfully submitted,

Kathy Schalk-Greene, Executive Director