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EXECUTIVE BOARD MEETING
 Thursday, July 18, 2015
 LibraryLinkNJ Office
 LibraryLinkNJ Office – 2:30 p.m. start time

MINUTES

EXECUTIVE BOARD

Present

Candice Brown
 Heather Craven
 Jane L. Crocker
 James Keebler
 Michelle McGreivey
 Lynn Pascale
 Kimberly Paone
 Carolyn Ryan Reed
 Margaret Shapiro
 Joseph Toth
 Robin Siegel
 Rick Vander Wende

Absent

Janice Cooper
 Kathy Schalk Green

Also Attending

Cheryl O'Connor, Executive Director, LibraryLinkNJ
 Peggy Cadigan, Deputy State Librarian, New Jersey State Library
 Sophie Brookover, LibraryLinkNJ, managed webcast
 Joanne Roukens, LibraryLinkNJ, webcast technical support

CALL TO ORDER

The meeting was called to order at 2:34 p.m. by President Jane Crocker, who announced that the meeting was in compliance with the Open Public Meetings Act.

BOARD REORGANIZATION

The FY15 Board President stays in place until the vote on FY16 Officers is completed. As such, FY15 Board President Jane Crocker acknowledged the work of the FY 15 Board Reorganization Committee. In the absence of the Reorganization Committee Chair Kathy Schalk-Greene, Kimberly Paone presented and moved the slightly revised list of FY16 Board Officers and Committee members. Margaret Shapiro seconded the motion which passed unanimously. The approved list follows.

LIBRARYLINKNJ EXECUTIVE BOARD OFFICERS FOR FY16

Position	Name	Library
President	Candice Brown	Clifton Public Library
Vice President	Kimberly Paone	Matawan-Aberdeen PL
Secretary	Lynn Pascale	Collingwood Middle/High School
Treasurer	Rick Vander Wende	Waldwick Public Library
Assistant Treasurer	Joseph Toth – resigned Aug 2015	Richard Stockton College

LIBRARYLINK NJ BOARD COMMITTEES FOR FY 2016**Finance Committee (Composition defined in Bylaws)**

Position	Name	Library
Vice President	Kimberly Paone	Matawan-Aberdeen PL
Treasurer	Rick Vander Wende	Waldwick Public Library
Assistant Treasurer	Joseph Toth – resigned Aug 2015	Richard Stockton College

Personnel Committee

Position	Name	Library
Committee Chair	Margaret Shapiro	Lay Representative
Committee Member	Robin Siegel	CentraState Medical Center
Committee Member	Carolyn Ryan Reed	East Orange Public Library
Committee Member	Janice Cooper	Northern Valley Regional High School Library

Nominations Committee

Position	Name	Library
Committee Chair	Michelle McGreivey	Hoboken High School
Committee Member	Joe Toth – resigned Aug 2015	Richard Stockton College Library
Committee Member	Lynn Pascale	Collingwood Middle/High School
Committee Member	Kathy Schalk-Greene	Mount Laurel Library

Membership Committee

Position	Name	Library
Committee Chair	Robin Siegel	CentraState Medical Center
Committee Member	Lynn Pascale	Collingswood Mid/High School
Committee Member	(add new Board member when elected)	

Strategic Planning Committee

Position	Name	Library
Committee Chair	Heather Craven	County College of Morris
Committee Member	Michelle McGreivey	Hoboken High School
Committee Member	Janice Cooper	Northern Valley Regional High School
Committee Member	James Keebler	Piscataway Public Library

Reorganization Committee

Position	Name	Library
Committee Chair	Kathy Schalk-Greene	Mount Laurel Library

Committee Member	James Keebler	Piscataway Public Library
Committee Member	Kimberly Paone	Matawan-Aberdeen PL
Committee Member	Carolyn Ryan Reed	East Orange Public Library

Bylaws Ad Hoc

Position	Name	Library
Committee Chair	Heather Craven	County College of Morris
Committee Member	Jane Crocker	Rowan College at Gloucester County
Committee Member	Kathy Schalk-Greene	Mount Laurel Library
Committee Member	Carolyn Ryan Reed	East Orange Public Library

Executive Director Search Task Force

Committee Chair	Jane Crocker	Rowan College at Gloucester County
Committee Member	Joe Toth – resigned Aug 2015	Richard Stockton College Library
Committee Member	Michelle McGreivey	Hoboken High School
Committee Member	Margaret Shapiro	Lay Representative
Committee Member	Joanne Roukens	LibraryLinkNJ
Committee Member	Peggy Cadigan	NJ State Library

Newly elected Board President Candice Brown acknowledged and commended outgoing Board President Jane Crocker for her work on behalf of the LibraryLinkNJ Board during FY14 and FY15. There were big decisions, big projects and tireless communication with the Executive Director and the Board these past two years. We are all very grateful for Jane's leadership.

APPROVAL OF MINUTES

Board Secretary Lynn Pascale presented and moved the minutes of the June, 2015 Executive Board meeting with one correction. James Keebler seconded the motion, which passed.

TREASURER'S REPORT

The year-end budget vs expense report will not be finalized until the audit is completed in August. Rick Vander Wende moved the June Investment Report. Lynn Pascale seconded the motion, which passed.

STATE LIBRARY REPORT

Deputy State Librarian Peggy Cadigan presented a report from the State Library.

REPORT OF THE EXECUTIVE DIRECTOR

Executive Director Cheryl O'Connor submitted a written report which addressed the following issues:

- **Delivery Service.** Problems have decreased in June.
- **Discount.** Jessica Alder updated the discount offers.
- **Continuing Education Membership.** Joanne reported on LLNJ membership CE activity.
- **ALA Award.** Cheryl O'Connor received the ALA/ASCLA Leadership & Professional Development Achievement Award in San Francisco. She spent time in the exhibits visiting and thanking the many national vendors with whom she has negotiated and developed discounts offers for many years.

- **Sophie Brookover** highlighted events from ALA/San Francisco: GraphicCon, Top Tech Trends, RUSA President's Program with researcher Danah Boyd, ASCLA President's Program and Margaret A. Edwards Award Brunch with Sharon Draper.
- **Mi-Sun Lyu.** Attended ALA/San Francisco programs primarily on library collaboration, leadership and mentorship, staff professional development, and diversity.
- **VALID Implementation Project.** MOU proposed in packet. Relates to approved \$40,000 subsidy for VALE.

Robin Siegel moved to accept the Executive Director's report. James Keebler seconded the motion, which passed.

CORRESPONDENCE - No correspondence.

UNFINISHED BUSINESS

- **MOU with VALE.** Cheryl O'Connor presented an MOU with VALE @\$40,000 for VALID implementation which had specific projects, specific budget allocation and a specific timeframe as the Board requested. Heather Craven moved to approve the revised MOU. Kimberly Paone seconded and the motion passed.
- **Nomination Committee – action needed.** Lynn Pascale invited Board input for a replacement for Ruth Bogan anytime in the next few weeks.
- **Executive Director Search Task Force.** Task Force Chair Jane Crocker submitted and reviewed a written report on the Executive Director Search activity which was posted in the Board packet.

Closed Session

Jane Crocker moved to go into closed session at 3:06pm. The motion was seconded by Kimberly Paone. The Board returned to Open Session at 3:22pm. Jane Crocker moved for the Personnel Committee to develop an agreement for an Interim Director position. The agreement with responsibilities and compensation will be reviewed by the Board at the August meeting. The motion was seconded by Kimberly Paone and was approved.

AGENDA ITEMS FOR NEXT MEETING

Next meeting will be August 20, 2015.

- Personnel Committee – Interim Executive Director Agreement
- Nominating Committee – Board member recommendation

ADJOURNMENT

James Keebler moved to adjourn the meeting. Kimberly Paone seconded the motion which passed. The meeting was adjourned at 3:28pm.

Respectfully submitted,

Lynn Pascale
Secretary