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

EXECUTIVE BOARD MEETING
Thursday, March 15, 2018
Online and In-Person
2:30 p.m. start time

MINUTES

EXECUTIVE BOARD

Present

John Bonney
Cathy Boss
Steve Chudnick
Janice Cooper
Heather Craven
Tanya Finney Estrada
Michele McGreivey
Kimberly Paone
Lynn Pascale
Jennifer Podolsky
Adele Puccio
Irene Sterling
Rick Vander Wende
Anne Wodnick

Absent

Ranjna Das

Also Attending

Kathy Schalk-Greene, Executive Director
Joanne Roukens, Assistant Director
Sophie Brookover, LibraryLinkNJ
Kathleen Moeller-Peiffer, New Jersey State Library
Cindy Czesak, BCCLS

James Nash, North Jersey.com
Jennifer Breuer, Glen Ridge Public Library
Terrie McColl, New Milford Public Library

CALL TO ORDER

The meeting was called to order at 2:32 p.m. by President Kimberly Paone, who announced that the meeting was in compliance with the Open Public Meetings Act.

APPROVAL OF MINUTES

President Kimberly Paone presented and moved to accept the minutes of the February 15, 2018 board meeting, Adele Puccio seconded the motion, which passed.

TREASURER'S REPORT

Rick Vander Wende, Treasurer presented the February 2018 Report of Expenditures and moved to accept. Anne Wodnick seconded the motion which passed. He also presented the February Report of

investments and moved to accept. Janice Cooper seconded the motion which passed. The reports were filed for audit.

REPORT OF THE STATE LIBRARY

Kathleen Moeller-Peiffer 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**
 - February 5, Special Board Meeting called by the membership regarding delivery.
 - February 8, Delivery RFP released.
 - February 23, Delivery Bidders Conference

Collaboration, Partnerships and Communication

- **Outside Collaboration by Staff with Other Organizations or Projects**
- **Advocacy**
 - NJLA, February 20
 - FY2020 Budget NJ Library Network Budget Request Process
 - Library Network Review Board, February 26
- **Collaboration**
 - New Directors Training, February 21
 - Digital Public Library of America, February 22 and 26 (partial)
- **Projects**
 - MentorNJ
 - Diversity Resources Online
 - Professional Meetings attended by Staff

Knowledge, Skills and Professional Growth

- **CE Team**
 - Webinars Scheduled, Recently Completed or in Progress
 - Face-to-Face-Events
 - CE Sponsorship of Other Organizations
 - Onsite, On-Demand Staff Development Program
 - Online Learning: Examples: Lynda.com, ALA, other
 - Workshops, Conferences attended for CE Purposes

Library Innovation and Reinvention

- Website Report
- Other IT
- Social Media Management
- Social Media Consultations
- Social Media Snapshots Management
- E-update Management
- Pilot Projects
- Smores
- **Upcoming Events/Offers/Happenings**
 - LibraryLinkNJ staff will be presenting or co-presenting at the NJLA Conference sessions.

Heather Craven Moved to except the Executive Directors Report. Janice Cooper seconded the Motion, which passed.

CORRESPONDENCE

- Bergen County Cooperative Library System will be contracting with NJLS for supplemental delivery service.

UNFINISHED BUSINESS

- *Expak Delivery*
 - Expak had some backlog in the warehouse due to the Nor'easter.

NEW BUSINESS

- At 3:08 pm the Executive Board went into Executive session, the Board returned at 3:45 pm. Anne Wodnick moved to accept the recommendation of the Delivery Task Force to contract with T-Force. Janice Cooper seconded the motion which passed

ADJOURNMENT

Anne Wodnick moved to adjourn the meeting. Michelle McGreivey seconded the motion which passed. The meeting was adjourned at 3:54 p.m.

Respectfully submitted,

Lynn Pascale, Secretary