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

EXECUTIVE BOARD MEETING

Thursday, July 20, 2017

In-Person

2:30 p.m. start time

MINUTES

EXECUTIVE BOARD

Present

Cathy Boss
 John Bonney
 Steve Chudnick
 Heather Craven
 Ranjna Das
 Tanya Finney Estrada (conferenced in)
 Kimberly Paone
 Jennifer Podolsky
 Adele Puccio
 Irene Sterling
 Anne Wodnick

Absent

Janice Cooper
 Michele McGreivey
 Lynn Pascale
 Rick Vander Wende

Also Attending

Kathy Schalk-Greene, Executive Director
 Joanne Roukens, Assistant Director
 Peggy Cadigan, NJ State Library

CALL TO ORDER

The meeting was called to order at 2:30p.m. by President Kimberly Paone, who announced that the meeting was in compliance with the Open Public Meetings Act.

Anne Wodnick, presented the Reorganization Committee's recommendation for FY18 Board officers. Anne Wodnick moved to accept the new slate. Adele Puccio seconded the motion, which passed unanimously.

Anne Wodnick, presented the Reorganization Committee's recommendation for FY18 Committees. Ranjna Das seconded the motion, which passed unanimously.

The approved list follows:

LIBRARYLINKNJ EXECUTIVE BOARD OFFICERS FOR FY18 –Approved 7/20/17

Position	Name	Library
President, <i>ex officio on all committees except Nominating</i>	Kimberly Paone	Matawan-Aberdeen Public Library

Vice President	Steven Chudnick	Brookdale Community College
Secretary	Lynn Pascale	Collingwood Middle/High School
Treasurer	Rick Vander Wende	Lay Representative
Assistant Treasurer	Michelle McGreivey	Hoboken Junior Senior High School

LIBRARYLINKNJ EXECUTIVE BOARD COMMITTEES FOR FY18

Finance Committee (Standing)

Position	Name	Library
Treasurer* - Chair	Rick Vander Wende	Lay Representative
Assistant Treasurer*	Michelle McGreivey	Hoboken Junior Senior High School
Vice President	Steven Chudnick	Brookdale Community College
Committee Member	John Bonney	Neptune Public Library

* Positions defined in Bylaws

Personnel Committee (Standing)

Position	Name	Library
Committee Chair	Tanya Finney Estrada	Waterford Township Library
Committee Member	Michelle McGreivey	Hoboken Junior Senior High School
Committee Member	Janice Cooper	Northern Valley Regional High School Library
Committee Member	Jennifer Podolsky	East Brunswick Library

Nominating Committee (Standing)

Position	Name	Library
Committee Chair	Steven Chudnick	Brookdale Community College
Committee Member	Lynn Pascale	Collingwood Middle/High School
Committee Member	Ranjna Das	Burlington County Library
Committee Member	John Bonney	Neptune Public Library

Membership Committee (Special)

Position	Name	Library
Committee Chair	Irene Sterling	Lay Representative
Committee Member	Tanya Finney Estrada	Waterford Township Library
Committee Member	Jennifer Podolsky	East Brunswick Library
Committee Member	Lynn Pascale	Collingwood Middle/High School

Strategic Planning Committee (Standing)

Position	Name	Library
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Committee Chair	Heather Craven	County College of Morris
Committee Member	Janice Cooper	Northern Valley Regional High School
Committee Member	Irene Sterling	Lay Representative
Committee Member	Ranjna Das	Burlington County Library
Committee Member	Adele Puccio	Maurice M. Pine Library (Fair Lawn)

Reorganization Committee (Special)

Position	Name	Library
Committee Chair	Anne Wodnick	Gloucester County Library
Committee Member	Cathy Boss	Jersey Shore University Medical Center
Committee Member	Rick Vander Wende	Lay Representative

Bylaws Committee (Ad Hoc)

Position	Name	Library
Committee Chair	Adele Puccio	Maurice M. Pine Library (Fair Lawn)
Committee Member	Anne Wodnick	Gloucester County Library
Committee Member	Cathy Boss	Jersey Shore University Medical Center
Committee Member	Heather Craven	County College of Morris

Heather Craven presented the list of board meeting dates, Anne Wodnick seconded the motion, which passed. The approved meeting dates as followed.

Executive Board Meetings – FY18 Approved by Board – 7/20/17		Notes on other dates, webcast and in person meeting preferences
July 20, 2017	Reorganization meeting	In person, LLNJ Office
August 17, 2017	Scheduled, if needed	Recommend no Board meeting
September 21, 2017		Webcast
October 19, 2017		Webcast
November 9, 2017	Vice President Chairs	Webcast (NJASL Conference starts 11/16)
December 21, 2017	Scheduled, if needed	Recommend no Board meeting
January 18, 2018		Webcast
February 15, 2018		Webcast
March 15, 2018		Webcast
April 19, 2018	Location: Monroe Twp. Library	In person
May 17, 2018		Webcast
June 14, 2018	Scheduled, if needed	Recommend no Board meeting if Membership Meeting this month

APPROVAL OF MINUTES

Kimberly Paone presented the minutes of the May 18, 2017 board meeting and moved to accept. Adele Puccio seconded the motion, which passed with one abstention.

TREASURER'S REPORT

Kimberly Paone, President, presented the June 2017 Report of Expenditures and moved to accept. Cathy Boss seconded the motion which passed. Kimberly Paone presented the June 2017 Report of Investments and moved to accept. John Bonney seconded the motion, which passed. The reports were filed for audit.

REPORT OF THE STATE LIBRARY

Peggy Cadigan 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. The following topics were discussed. Kathy met with Greg Pronevitz. The Delivery Subcommittee also met with Kathy to revise the RFP.

Advocacy, Collaboration and Partnerships

- **Advocacy.**
 - Kathy Schalk-Greene reported on her activities since the last board meeting.
 - **Collaboration.**
 - Kathy Schalk-Greene reported on the staff's collaboration activities.
 - **Projects.**
 - Kathy Schalk-Greene reported on ongoing projects including MentorNJ and Diversity Resources *Professional Meetings Attended by Staff*. Meetings attended by staff were outlined.
 - **Knowledge, Skills and Professional Growth**
 - Kathy Schalk-Greene reported on activities of the CE team including: Webinars, Face-to-Face events, Project Management Series, CE Sponsorship of
 - Other organizations, Onsite, On-Demand Staff Development Projects, Online Learning, Workshops and Conferences attended.
- **Continuing Education.** The webinar schedule was concluded for FY17.

Innovation and Reinvention.

Kathy Schalk-Greene reported on the following:

Website. Mi-Sun continues to maintain the Website. Other IT.
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- Other IT. Mi-Sun continues to support the staff with tech-related issues.
 - Social Media Management. Member participation was reported.
 - Social Media Snapshots. Information was distributed.
 - E-update Management.
 - Incubator Projects including Powering Up: Library Charging Stations
- **Other Activities in Support of LLNJ.** Kathy Schalk-Greene reported on additional staff activities.
- Kimberly Paone motioned to accept the Executive Directors Report. John Bonny seconded the motion which passed.

CORRESPONDENCE

- James Lonergan's communication with Kathy Schalk-Greene about advocacy and lobbying.

UNFINISHED BUSINESS

- ***Delivery.*** Final review the delivery RFP schedule and process.

NEW BUSINESS

- ***Code of Ethics.*** To be filled out by the LibraryLinkNJ Executive Board members and returned to LLNJ.

AGENDA ITEMS FOR NEXT MEETING

- The August 17, 2017 Board meeting is cancelled.

ADJOURNMENT

Kimberly Paone moved to adjourn the meeting. Adele Puccio seconded the motion. The meeting was adjourned at 3:36 p.m.

Respectfully submitted,

Kathy Schalk-Greene, Secretary