LibraryLinkNJ
THE NEW JERSEY LIBRARY COOPERATIVE
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Kathy Schalk-Greene, Executive Director Kathy@librarylinknj.org

EXECUTIVE BOARD MEETING
Thursday, November 10, 2016
Online and in Person – 2:30 p.m. start time

MINUTES

EXECUTIVE BOARD

Present
Cathy Boss
Karen Brodsky
Candice Brown
Steve Chudnick
Heather Craven
Ranjna Das
Tanya Finney Estrada
Michelle McGreivey
Kimberly Paone
Adele Puccio
Anne Wodnick

Absent
Janice Cooper
Lynn Pascale
Irene Sterling
Rick Vander Wende

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 2:34 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. Anne Wodnick moved for approval. Ranjna Das seconded the motion, which passed.

TREASURER'S REPORT

Michele McGreivey, Assistant Treasurer, presented the October 2016 Report of Expenditures and moved to accept. Steve Chudnick seconded the motion, which passed. She also presented the October Report of Investments and moved to accept. Candice Brown 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 spoke with the delivery consultant, Gregory Pronevitz who requested a proposal for contract renewal. The proposal was received on October 11, and the terms were reviewed.

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

- **Advocacy.** Kathy Schalk-Greene attended the NJLA Public Policy Committee meeting on October 14 and acted as liaison with EveryLibrary's Patrick Sweeney to propose an NJLA Preconference on *Developing* Winning Messages. She also met with State Librarian Mary Chute.
- **Collaboration.**
    - VALE Users Council and Executive Committee. Kathy promoted On Site/On Demand Professional Development opportunities to VALE members and briefed them on delivery and strategic planning for LLNJ.
    - She also requested a table at the VALE Users Conference.
    - Sophie Brookover is working with the Intellectual Freedom Committee on two program proposals for the NJLA Conference in April.
- **Projects.**
    - *MentorNJ.* Mi Sun Lyu and the team continue working to promote MentorNJ and plan for Year 2 programs. Highlights were discussed.
    - *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.

- Kathy Schalk-Greene outlined the following: Futures Conference, Mental Health Training, and the pending Digital Public Library of America symposium.
- 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.

Michelle McGreivey moved to accept the Executive Director's Report. Adele Puccio seconded the motion, which passed.

CORRESPONDENCE

- There was no correspondence.

UNFINISHED BUSINESS

- **Delivery Contract Renewal for 2017**. Kathy Schalk-Greene outlined the contract renewal which includes a 2% increase for the cost of gas. Anne Wodnick moved for provisional acceptance of the proposal. Adele Puccio seconded the motion, which passed.
- **Membership Meeting.** The Spring Membership meeting will be a program and business meeting.
- **Strategic Planning.** Kathy Schalk-Greene conferred with Abby Straus the consultant. The plan will kick off in January.
- **Delivery Consultant.** Spoke with Delivery Consultant, Gregory Pronevitz.

NEW BUSINESS

- **Personnel Committee.** Committee Chair Candice Brown outlined the procedure for the Executive Director's review.
- **LifeLock Class Action Suit Settlement.** Kathy Schalk-Greene will consult with the attorney about this issue.

- **Nominations Committee.** Michelle McGreivey moved to nominate Fran King for a term on LNRB. Candice Brown seconded the motion, which passed.

AGENDA ITEMS FOR NEXT MEETING (online, December 15, 2016)

- Delivery Contract Proposal

ADJOURNMENT

Steve Chudnick moved to adjourn the meeting. Adele Puccio seconded the motion, which passed. The meeting was adjourned at 3:30 p.m.

Respectfully submitted,

Kathy Schalk-Greene, Secretary