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MOVING FORWARD TOGETHER

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Ralph S. Bingham III, Executive Director

EXECUTIVE BOARD MEETING

April 21, 2022, 2:30 PM
Zoom

MINUTES

EXECUTIVE BOARD

Present

Phillip Berg
Chris Carbone
Ranjna Das
Kathy Dempsey
Corey Fleming
Janina Kaldan
Allan Kleiman
Bonnie Lafazan
Ricardo Pino
Jennifer Podolsky
Jennie Pu
Irene Sterling

Absent

Laurie Matassa
Will Porter

Also Attending

Kathleen Moeller-Peiffer, Deputy State Librarian
Ralph Bingham, Executive Director, LibraryLinkNJ
Carol Fishwick, LibraryLinkNJ (Minutes Taker)

CALL TO ORDER

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

APPROVAL OF MINUTES

The Executive Board Secretary Kathy Dempsey presented the March 17, 2022 Executive Board Meeting Minutes and moved to adopt them. Chris Carbone seconded the motion, which passed.

PRESIDENT'S REPORT

No Report

TREASURER'S REPORT

Assistant Treasurer Phillip Berg presented the March 2022 Operating Expenses Report to be accepted.

Assistant Treasurer Phillip Berg presented the March 2022 Budget vs. Expense Report to be accepted.

Assistant Treasurer Phillip Berg presented the March 2022 Investment Report to be accepted. The The Assistant Treasurer moved to adopt the financial reports as presented. Chris Carbone seconded the motion, which passed with one abstention. The reports were filed for audit.

The QuickBooks reports: 2022 Budget, Balance Sheet with Prior Year Comparison, and Statement of Operations with Prior Year Comparison, were reviewed.

EXECUTIVE DIRECTOR'S REPORT

Executive Director Ralph Bingham presented a written report.

REPORT OF THE STATE LIBRARY

Kathleen Moeller-Peiffer from the State Library presented a written report.

COMMITTEE REPORTS

- Bylaws Committee - No Report
- Delivery Task Force - Philip Berg reported that the Task Force met to finish reviewing the response to the Statewide Delivery RFP. The Task Force discussed accepting a "flat rate" or a "per stop" rate proposal. The Task Force recommends a "pay per stop rate" to better hold the delivery vendor accountable and to allow for changes to the future number of stops without renegotiation.
- Finance Committee - Phillip Berg reported that the committee met twice and developed a number of good ideas for projects, two of which will be presented in new business. The State Librarian notified the Executive Director that our State Grant will be reduced by \$250,000 in FY23 as compared to FY22. The FY24 budget will have a \$90,000 grant reduction as compared to FY22.
- Fund Development Committee - Irene Sterling reported that the Fund Development Committee met and had a preliminary look at the survey results from the Strategic Planning effort, to help determine what could be fundable ideas with outside partners.
- Membership Committee - No Report
- Nominations Committee - In the absence of Laurie Matassa, Ralph Bingham reported that there is an action item in new business.
- Personnel Committee - Chris Carbone reported that there will be an item discussed in closed session.
- Planning Committee - Allan Kleiman reported that Amanda Standerfer from Fast Forward Libraries continues to work on the learning report and has an exciting day planned for the design session on April 29.
- TOPCATS - No Report

CORRESPONDENCE AND PUBLIC COMMENTS

No correspondence.

UNFINISHED BUSINESS

Phillip Berg moved to amend the postponed motion to approve spending an additional \$17,000 for two additional NJLA Equity Scholarships. He also moved to spend an additional \$50,000 to fund a second round of Ready for Anything Grants from the remaining original applicants. The funding will be taken out of the Special Projects budget line. Allan Kleiman seconded the motion, which passed unanimously with Chris Carbone abstaining.

NEW BUSINESS

Allan Kleiman moved to join the International Coalition of Library Consortia (ICOLC). Chris Carbone seconded the motion, which passed.

Bonnie Lafazan moved to nominate Joan Serpico, Moorestown Library Director, to fill the vacant Member-At-Large position. Corey Fleming seconded the motion, which passed.

Phillip Berg moved to increase lines in the Cooperative's Operating and Mandated Expenses sections in the FY 2022 budget as presented in the Budget Line Revisions memo. Jennifer Podolsky seconded the motion, which passed.

Phillip Berg moved to accept the "per stop" proposal from T-Force for the Statewide Delivery Service contract for \$953,390.59. Irene Sterling seconded the motion, which passed.

At 3:32 p.m., Irene Sterling moved to go into Executive Session. Chris Carbone seconded the motion, which passed.

The motion was made to end the Executive Session, which passed.

Chris Carbone moved to approve the creation and immediate posting of the position discussed in Executive Session. The motion passed.

ADJOURNMENT

The motion was made to adjourn the meeting, which passed. The meeting was adjourned at 3:55 p.m.

Respectfully submitted by
Kathy Dempsey, Secretary