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librarylinknj.org

MOVING FORWARD TOGETHER

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Ralph S. Bingham III, Executive Director

EXECUTIVE BOARD MEETING

August 19, 2021, 2:30 PM
Zoom

MINUTES

EXECUTIVE BOARD

Present

Phillip Berg
Chris Carbone
Rajna Das
Kathy Dempsey
Janina Kaldan
Allan Kleiman
Ricardo Pino
Jennifer Podolsky
Will Porter
Jennie Pu
C.L. Quillen
Irene Sterling

Absent

Corey Fleming
Bonnie Lafazan
Laurie Matassa

Also Attending

Ralph Bingham, Executive Director, LLNJ
Carol Fishwick, LibraryLinkNJ
Kathleen Moeller-Pfeiffer, Deputy State Librarian
Kate Jagers, NJLA President

CALL TO ORDER

The meeting was called to order at 2:33 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 July 15, 2021, Executive Board Meeting Minutes. After making one correction, Ricardo Pino moved to accept minutes of July 15, 2021. Kathy Dempsey seconded the motion, which passed with three abstentions.

PRESIDENTS REPORT

No Report

TREASURER'S REPORT

Treasurer Ricardo Pino presented and moved the July 2021 Operating Expenses Report to be accepted. The Operating Expenses report was approved by unanimous consent.
Treasurer Ricardo Pino presented and moved the July 2021 Budget vs. Expense Report to be accepted. The Budget vs Expense report was approved by unanimous consent.
Treasurer Ricardo Pino presented and moved the July 2021 Investment Report to be accepted. The Investment Report was approved by unanimous consent.
The reports were filed for audit.
The QuickBooks reports: 2021 Budget, Balance Sheet with Prior Year Comparison, and Statement of Operations with Prior Year Comparison, were reviewed.

REPORT OF THE EXECUTIVE DIRECTOR

Executive Director Ralph Bingham presented a written report.

REPORT OF THE STATE LIBRARY

Kathleen Moeller-Pfeiffer, Deputy State Librarian presented a written Report.

COMMITTEE REPORTS

- Fund Development - Irene Sterling reported the committee will meet in September.
- Bylaws Committee - No Report
- Delivery Task Force - Phillip Berg reported that he, Treasurer Ricardo Pino, and Executive Director Ralph Bingham met with TForce on August 18 to assess and review our shipping needs per the current contract amendment. TForce is agreeable to continuing with the flat monthly fee of \$75,000 thru June 30, 2022. He also spoke about the pros and cons of continuing with the flat rate and the need to negotiate a rate for non-BCCLS libraries in Bergen County.
- Finance Committee - No Report
- Membership Committee - No Report
- Strategic Planning - No Report
- TOPCATS - No Report
- Personnel Committee - No Report
- Programming Committee - No Report
- Nominations Committee - No Report

CORRESPONDENCE AND PUBLIC COMMENTS

Received a very nice email from Marie Crenshaw, the Director of Clarence Dillon Library, thanking LibraryLinkNJ for mentioning them in our monthly newsletter.

UNFINISHED BUSINESS

- Executive Director Ralph Bingham presented an updated Committee list. Ricardo Pino moved to accept the committee list as presented. Will Porter seconded the motion, which passed. The Committee assignments for FY2022 were adopted. Each committee will self-select its chair.

NEW BUSINESS

- Ricardo Pino moved to designate Jennie Pu as Member-at-Large on the Executive Board and to designate Bonne Lafazan as the Academic Library Representative on the Executive Board. Jennifer Podolsky seconded the motion, which passed.
- Ricardo Pino moved to have the *Courier Post* and *The Star Ledger* to be LibraryLinkNJ newspapers of record. Allan Kleiman seconded the motion, which passed.
- Ricardo Pino moved to discontinue the Programming Committee and move the charge of generating Strategic Goals for CE and Programming to the Planning Committee. Allan Kleiman seconded the motion, which passed.
- Ricardo Pino moved to authorize Executive Director Ralph Bingham to agree to option 1 in the third amended contract with T-Force to extend the contract thru June 2022 for a flat fee of

\$75,000 per month and any other conditions as outlined in the clause. Allan Kleiman seconded the motion, which passed.

- Ricardo Pino moved to authorize Ralph Bingham to negotiate on behalf of LibraryLinkNJ any other add-on stops outside the area as needed. Allan Kleiman seconded the motion, which passed.

AGENDA ITEMS FOR THE NEXT REGULAR MEETING

Executive Board Meeting, September 16, 2021, 2:30 pm

Thank you on behalf of the Board to Bonnie Lafazan for starting the Programming Committee during a time of need.

ADJOURNMENT

Ricardo Pino moved to adjourn the meeting. Allan Kleiman seconded the motion, which passed. The meeting was adjourned at 3:27 p.m.

Respectfully submitted by
Kathy Dempsey, Secretary