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Ralph S. Bingham III, Executive Director

EXECUTIVE BOARD MEETING MINUTES

August 21, 2025, 3:00 p.m. - Via Zoom

EXECUTIVE BOARD

Present

Donna Butler
Mary Fran Daley
Helen-Ann Brown Epstein
Michelle Sutton-Kerchner
Irene Langlois
Ann-Marie Latini
Luca Manna
Joan Serpico
Amy Behr-Shields
Amy Steinbauer

Absent

Ranjna Das
Michael DiCamillo
Kristen Hayes
James Keehler
Dana Nicklas

Also Attending

Ralph Bingham, Executive Director, LibraryLinkNJ
Jen Brenner, Deputy State Librarian, New Jersey State Library
Carol Fishwick, Minute Taker

CALL TO ORDER

The meeting was called to order at 3:30 p.m. by Board President Irene Langlois who announced that the meeting was in compliance with the Open Public Meetings Act.

APPROVAL OF MINUTES

Board President Irene Langlois presented the July 17, 2025, Executive Board Meeting Minutes, which were approved by unanimous consent.

PRESIDENT'S REPORT

President Irene Langlois reported that the Treasurer's Report will be presented in a new format that provides an overview of the financial reports. The Board will return to adopting the reports through a vote instead of approving via unanimous consent.

TREASURER'S REPORT

Treasurer Mary Fran Daley moved to adopt the *Operating Expenses/Bill List, Budget vs. Expense Report, and Investment Report* into the record and approve the *Check Detail Report* for payment. Joan Serpico seconded the motion, which passed.

EXECUTIVE DIRECTOR'S REPORT

Executive Director Ralph Bingham presented a verbal and written report.

NEW JERSEY STATE LIBRARY REPORT

Jen Brenner, Deputy State Librarian presented a report.

COMMITTEE REPORTS

- Bylaws Committee - No Report.
- Finance Committee - No Report.
- Membership/Planning Committee - No Report.
- Nominating Committee - No Report
- Personnel Committee - No Report
- Resource Sharing Committee - No Report

CORRESPONDENCE AND PUBLIC COMMENTS

No correspondence or public comments.

UNFINISHED BUSINESS

No unfinished business.

NEW BUSINESS

The Executive Board discussed the importance of the EDI-NJ Project. Also discussed was creating an internal task force to work through the *EDI-NJ Institutional Assessment Tool* to assess our organization. The discussion will continue at the September Executive Board Meeting.

ADJOURNMENT

Amy Behr-Shields moved to adjourn the meeting. Michelle Sutton-Kerchner seconded the motion which passed. The meeting was adjourned at 3:33 p.m.

Respectfully submitted by,

Irene Langlois
Board President