

## EXECUTIVE BOARD MEETING

Thursday, December 17, 2020, 2:30 PM  
Zoom

### MINUTES

#### EXECUTIVE BOARD

##### **Present**

Phillip Berg  
Ralph Bingham  
Chris Carbone  
Kathy Dempsey  
Kimberly Flanagan-Bouchard  
Corey Fleming  
Allan Kleiman  
Bonnie Lafazan  
Deborah Magnan  
Ricardo Pino  
Jennifer Podolsky  
Will Porter  
Irene Sterling

##### **Absent**

Laurie Matassa

##### **Also Attending**

Juliet Machie, Strategic Consultant  
Susanne Sacchetti, Executive Director  
Kathleen Moeller-Peiffer, Deputy State Librarian, New Jersey State Library  
Carol Fishwick, LibraryLinkNJ  
Luca Manna., PALS Plus  
Greg Pronenvitz, Delivery Consultant

##### **CALL TO ORDER**

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

##### **APPROVAL OF MINUTES**

The Executive Board Secretary, Ralph Bingham presented the October 15, 2020 Executive Board meeting minutes. The minutes were approved by unanimous consent.

The Executive Board Secretary, Ralph Bingham presented the November 19, 2020 Executive Board meeting minutes. The minutes were approved by unanimous consent.

##### **PRESIDENTS REPORT**

President Bonnie Lafazan thanked everyone for the December 9, 2020 Membership Meeting. Bonnie also volunteered to Chair the Programs Committee and called out for volunteers to be on the Programs Committee. Bonnie also announced the new NJLA Executive Director Juliet Machie will start on January 4, 2021.

##### **TREASURER'S REPORT**

Treasurer Ricardo Pino presented and moved for the November 2020 Operating Expenses Report to be accepted. The Operating Expenses report was approved by unanimous consent. Treasurer Ricardo Pino presented and moved for the November 2020 Budget vs. Expense Report to be accepted. The Budget vs.

Expense report was approved by unanimous consent. Treasurer Ricardo Pino presented and moved for the November 2020 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 Previous Year Comparison and Statement of Operations with Prior Year Comparison, were reviewed.

#### **REPORT OF THE EXECUTIVE DIRECTOR**

Executive Director Susanne Sacchetti presented a written report.

#### **REPORT OF THE STATE LIBRARY**

New Jersey State Library presented a written report.

#### **PRESENTATION ON DELIVERY STUDY**

Delivery Consultant Greg Pronenvitz presented a written report.

#### **COMMITTEE REPORTS**

- Bylaws Committee - Deborah Magnan presented a written report.
- Delivery Task Force - No Report.
- Finance Committee – No Report. Ricardo Pino moved to investigate a contract with a Data Reporter. Allan Kleiman seconded the motion, which passed.
- Fund Development – Irene Sterling moved to recommend Ranjna Das (Burlington County Library System) to join the Fund Development Committee. Allan Kleiman seconded the motion, which passed.
- Membership Committee - No Report
- Strategic Planning Committee – No Report
- TOPCATS – Ralph Bingham reported that the Top Cats will not meet until January 2021.
- Personnel Committee -Chris Carbone presented a written report. Corey Fleming moved to have Susanne research and contract a data package. Ralph Bingham seconded the motion, which passed.

#### **CORRESPONDENCE**

- There was no correspondence.

#### **NEW AND UNFINISHED BUSINESS**

- Membership Meeting – June 9, 2021

#### **Agenda Items for Next Meeting**

#### **ADJOURNMENT**

Corey Fleming moved to adjourn the meeting. Debbie Magnan seconded the motion, which passed. The meeting was adjourned at 5:02 p.m.

Respectfully submitted by  
Ralph Bingham, Secretary