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Ralph S. Bingham III, Executive Director

EXECUTIVE BOARD MEETING MINUTES

January 16, 2025, 2:30 PM via Zoom

EXECUTIVE BOARD

Present

Amy Behr-Shields
Mary Fran Daley
Ranjna Das
Helen-Ann Brown Epstein
Corey Fleming
John Foglia
Irene Langlois
Luca Manna
Joan Serpico
Michelle Sutton-Kerchner
Vickie Volyn

Absent

Laura Giacobbe
Allan Kleiman

Also Attending

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

CALL TO ORDER

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

APPROVAL OF MINUTES

Vice President Irene Langlois presented the December 19, 2024, Executive Board Meeting Minutes, which were approved by unanimous consent with one correction.

TREASURER'S REPORT

Board President Joan Serpico presented the following reports to be accepted:

- December 16, 2024 - January 10, 2024, Check Detail Report
- December 2024 Operating Expenses/Bill List Report
- December 2024 Budget vs. Expense Report
- December 2024 Investment Report

Amy Behr-Shields moved to approve the above reports. Ranjna Das seconded the motion which passed, with Mary Fran Daley abstaining.

The QuickBooks reports: FY 2025 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 and verbal report.

NEW JERSEY STATE LIBRARY REPORT

Jen Brenner, Director of Library Development, presented a verbal report.

COMMITTEE REPORTS

- Bylaws Committee – No Report
- Finance Committee – Mary Fran Daley reported that the Committee reviewed a proposal from Your Part-Time Controller for CPA services. They also reviewed FY26 Budget Timeline and discussed investment options for our unrestricted funds.
- Membership/Planning Committee - No Report
- Nominating Committee - No Report
- Personnel Committee - No Report
- Resource Sharing Committee - Ranjna Das reported that a few vendors are interested in the Delivery Service RFP. The Committee discussed bringing on more members to the committee to review the proposals that are due on February 20. The Committee continues to work on the USPS pilot project for delivery.

CORRESPONDENCE AND PUBLIC COMMENTS

No correspondence or public comment.

UNFINISHED BUSINESS

No unfinished business

NEW BUSINESS

No new business.

ADJOURNMENT

Michelle Sutton-Kerchner moved to adjourn the meeting. Luca Manna seconded the motion which passed. The meeting was adjourned at 2:54 pm.

Respectfully submitted by

Irene Langlois
Vice President