



**LibraryLinkNJ**  
THE NEW JERSEY LIBRARY COOPERATIVE

**EVERY NEW JERSEY LIBRARY**  
Connected and Thriving

2300 Stuyvesant Avenue  
Trenton, NJ 08618

[librarylinknj.org](http://librarylinknj.org)

TEL: 732-752-7720  
FAX: 732-752-7785

Ralph S. Bingham III, Executive Director

## **EXECUTIVE BOARD MEETING MINUTES**

**January 18, 2024, 2:30 PM via Zoom**

### **EXECUTIVE BOARD**

#### **Present**

Mary Fran Daley  
Ranjna Das  
Corey Fleming  
John Foglia  
Laura Giacobbe  
Shannon Kish  
Allan Kleiman  
Bonnie Lafazan  
Irene Langlois  
Laurie Matassa  
Joan Serpico  
Michelle Sutton-Kerchner  
Vickie Volyn

#### **Absent**

Phillip Berg  
Janina Kaldan

#### **Also Attending**

Ralph Bingham, Executive Director, LibraryLinkNJ  
Michael Maziekien, New Jersey State Library  
Muhammad Hassan, Library Network Review Board  
Carol Fishwick (Minute Taker)

### **CALL TO ORDER**

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

### **APPROVAL OF MINUTES**

Secretary Bonnie Lafazan presented the December 21, 2023, meeting minutes. The minutes were approved by unanimous consent with one abstention.

### **TREASURER'S REPORT**

Treasurer Mary Fran Daley presented the following reports to be accepted:

- December 18, 2023 - January 12, 2023, Check Detail Report
- December 2023 Operating Expenses/Bill List Report
- December 2023 Budget vs. Expense Report
- December 2023 Investment Report

All of the above reports were approved by unanimous consent.

The QuickBooks reports: FY 2024 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.

### **STATE LIBRARIAN'S REPORT**

Michael Maziekien presented a written report.

### **COMMITTEE REPORTS**

- Bylaws Committee – Committee Chair Bonnie Lafazan reported that she and Executive Director Ralph Bingham attended the NJSL Library Network Regulations Review Group meeting on January 11, 2024.
- Finance Committee – No Report
- Fund Development Committee - No Report
- Membership Committee - Committee Chair Joan Serpico reported that the committee will meet with Amanda Standerfer to assist in developing the member engagement strategy.
- Nominating Committee – Recommendation to be presented under New Business
- Personnel Committee - No Report
- Planning Committee - The committee is working with Amanda Standerfer to assist with the member engagement strategy and values statement.
- Resource Sharing Committee - The Deliver Services Manager position will be re-posted.

### **CORRESPONDENCE AND PUBLIC COMMENTS**

No correspondence or public comment

### **UNFINISHED BUSINESS**

No unfinished business

### **NEW BUSINESS**

Laurie Matassa, on behalf of the Nominating Committee, reported that the committee recommends appointing Dale Spindel, Springfield Public Library and Claire Houghton-Kiel, Passaic County Technical Institute to the Library Network Review Board each for a two-year term beginning January 1, 2024. The Nominating Committee also recommended appointing Muhammad Hassan, Kean University and Natalie Niziolek, Franklin Township Library each to a second two-term on the Library Network Review Board beginning January 1, 2024. All recommendations were approved by the Executive Board.

### **ADJOURNMENT**

Corey Fleming moved to adjourn the meeting. Irene Langlois seconded the motion which passed. The meeting was adjourned at 2:58 p.m.

Respectfully submitted by

Bonnie Lafazan  
Secretary