



LibraryLinkNJ

THE NEW JERSEY LIBRARY COOPERATIVE

EVERY NEW JERSEY LIBRARY

Connected and Thriving

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Ralph S. Bingham III, Executive Director

EXECUTIVE BOARD MEETING MINUTES

January 19, 2023, 2:30 PM via Zoom

EXECUTIVE BOARD

Present

Phillip Berg
Chris Carbone
Kathy Dempsey
Corey Fleming
John Foglia
Janina Kaldan
Allan Kleiman
Laurie Matassa
Jennifer Podolsky
Will Porter
Joan Serpico
Jennie Pu
Vickie Volyn

Absent

Ranjna Das
Bonnie Lafazan

Also Attending

Ralph Bingham, Executive Director, LibraryLinkNJ
Carol Fishwick, LibraryLinkNJ (Minute Taker)
Jen Nelson, New Jersey State Library
Michele Stricker, New Jersey State Library
David Costa, Sparta Public Library
Patricia Diaz, CPA - Dorfman, Abrams, Music

CALL TO ORDER

The meeting was called to order at 2:31 p.m. by President Jennie Pu, who announced that the meeting was in compliance with the Open Public Meetings Act.

APPROVAL OF MINUTES

Secretary Kathy Dempsey presented the December 15, 2022, Executive Board Meeting minutes. The minutes were approved by unanimous consent.

FY21 IRS FORM 990 PRESIDENTATION

Patricia Diaz, CPA of Dorfman, Abrams, Music, presented the FY21 IRS Form 990. Will Porter moved to approve the report. Kathy Dempsey seconded the motion, which passed.

TREASURER'S REPORT

Treasurer Will Porter presented the December 2022 Operating Expenses/Bill List Report to be accepted. The Operating Expenses/Bill List Report was approved by unanimous consent.

Treasurer Will Porter presented the Check Detail Report for December 29, 2022 through January 13, 2023 to be accepted. The Check Detail Report for December 29, 2022 through January 13, 2023 was approved by unanimous consent.

Treasurer Will Porter presented the December 2022 Budget vs. Expense Report to be accepted. The Budget vs. Expense Report was approved by unanimous consent.

Treasurer Will Porter presented the December 2022 Investment Report to be accepted. The Investment Report was approved by unanimous consent.

The QuickBooks reports: FY2023 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

The State Library presented a written report.

COMMITTEE REPORTS

- Bylaws Committee - The committee met on January 11, 2023 and were tasked with adding a leadership transition plan to the bylaws where the VP is President Elect for a year and then President the following year (or a similar succession plan). The possibility of assigning committee chair roles to specific officers is also being considered.
- Finance Committee - No Report
- Fund Development Committee – Kathy Dempsey agreed to lead a revamped committee. She talked with Ralph Bingham and Jennie Pu about what LLNJ can reasonably achieve in terms of raising funds for future mini grants.
- Membership Committee - No Report
- Nominating Committee – The committee reviewed the slots for the Executive Board that will be opening up for the upcoming fiscal year. They are hoping to get some new interest by reaching out to the membership.
- Personnel Committee – No Report
- Planning Committee - No Report
- Resource Sharing - The Committee is revisiting the Delivery Study Greg Pronevitz supplied in 2021 when he was hired as a consultant with intention of using that information to re-engage with Greg or another consultant.

CORRESPONDENCE AND PUBLIC COMMENTS

There was no correspondence.

UNFINISHED BUSINESS

Will Porter moved to create an Advocacy Task Force to discuss the NJASL proposal and make a recommendation to the Board. Chris Carbone seconded the motion, which passed. Jennie Pu, Chris Carbone, Jennifer Podolsky and Laurie Matassa volunteered to be on the task force.

NEW BUSINESS

Will Porter moved to approve the *Level Up Your Library* Mini-Grant project as revised, raising total available funding from \$50,000 to \$100,000. The additional funds will be transferred from our fund balance/general fund. Jennifer Podolsky seconded the motion, which passed.

Will Porter moved to go into closed Executive Session at 3:34 p.m. Corey Fleming seconded the motion, which passed.

Chris Carbone moved to end the closed Executive Session at 3:43 p.m. John Foglia seconded the motion, which passed.

ADJOURNMENT

Corey Fleming moved to adjourn the meeting. John Foglia seconded the motion, which passed. The meeting was adjourned at 3:44 pm.

Respectfully submitted by
Kathy Dempsey
Secretary