

EXECUTIVE BOARD MEETING

Wednesday, January 20, 2021, 2:30 PM
Zoom

MINUTES

EXECUTIVE BOARD

Present

Phillip Berg
Ralph Bingham
Chris Carbone
Kathy Dempsey
Corey Fleming
Allan Kleiman
Bonnie Lafazan
Laurie Matassa
Ricardo Pino
Jennifer Podolsky
Will Porter
Jennie Pu
Irene Sterling

Absent

Kimberly Flanagan-Bouchard
Deborah Magnan

Also Attending

Susanne Sacchetti, Executive Director
Kathleen Moeller-Peiffer, Deputy State Librarian, New Jersey State Library
Carol Fishwick, LibraryLinkNJ
Kate Jaggars, Highland Park Public Library
Jen Schureman, NJLA

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 December 17, 2020 Executive Board meeting minutes. The minutes were approved by unanimous consent.

PRESIDENTS REPORT

There was no report. Bonnie welcomed everyone to the Board Meeting with hope for a better 2021.

TREASURER'S REPORT

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

COMMITTEE REPORTS

- o Bylaws Committee - Deborah Magnan presented a written report.
- o Delivery Task Force - Phillip Berg reported that the State Library approved extending the delivery contract for 12 months.
- o Finance Committee – The Finance Committee has not met. Phillip reported that the PPB Loan was forgiven.
- o Fund Development – Irene Sterling reported that the committee recommended Susanne Sacchetti to attend Mid-Winter to investigate possibilities of additional funding.
- o Membership Committee - Chair Corey Fleming presented a written report. Ricardo Pino moved to approve the Committee charge as presented. Ralph Bingham seconded the motion, which passed.
- o Strategic Planning Committee – No Report
- o TOPCATS – Ralph Bingham reported that the Top Cats decided to send out a brief survey asking what challenges libraries face relating to Covid.
- o Programming Committee - Jennifer Podolsky moved to accept Juliet Machie (NJLA), Michele Stricker (New Jersey State Library) and Emma Moore (SLA) as new committee members. Allan Kleimam seconded the motion, which passed.
- o Personnel Committee -Chris Carbone moved to go into the Executive Session at 3:26pm. Ricardo Pino seconded the motion, which passed. Ricardo Pino moved to reconvene at 3:54pm. Jennie Pu seconded the motion, which passed. Chris Carbone moved to empower Susanne Sacchetti to make hiring decisions and job offers for the advertised open position to expand the position to a minimum of 2 people up to 40 hours per week with negotiation for salaries. Corey Fleming second the motion which passed.

CORRESPONDENCE

- Letter from Bernardsville Public Library.
- Request from Juliet Machie, NJLA Executive Director

NEW AND UNFINISHED BUSINESS

- No new Business

Agenda Items for Next Meeting

Executive Board Meeting, February 18, 2021, 2:30 pm

ADJOURNMENT

Ricardo Pino moved to adjourn the meeting. Corey Fleming seconded the motion, which passed. The meeting was adjourned at 3:54 p.m.

Respectfully submitted by
Ralph Bingham, Secretary