



**LibraryLinkNJ**

THE NEW JERSEY LIBRARY COOPERATIVE

**EVERY NEW JERSEY LIBRARY**  
Connected and Thriving

2300 Stuyvesant Avenue  
Trenton, NJ 08618

*librarylinknj.org*

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

Ralph S. Bingham III, Executive Director

## **EXECUTIVE BOARD MEETING MINUTES**

**March 16, 2023, 2:30 PM via Zoom**

### **EXECUTIVE BOARD**

#### **Present**

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

#### **Absent**

Janina Kaldan

#### **Also Attending**

Ralph Bingham, Executive Director, LibraryLinkNJ  
Carol Fishwick, LibraryLinkNJ (Minute Taker)  
Michele Stricker, New Jersey State Library

#### **CALL TO ORDER**

The meeting was called to order at 2:30 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 February 16, 2023, Executive Board Meeting minutes. The minutes were approved by unanimous consent.

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

Treasurer Will Porter presented the Check Detail Report for February 13 through March 10, 2023 to be accepted. The Check Detail Report for February 13 through March 10, 2023 was approved by unanimous consent.

Treasurer Will Porter presented the February 2023 Operating Expenses/Bill List Report to be accepted. The Operating Expenses/Bill List Report was approved by unanimous consent.

Treasurer Will Porter presented the February 2023 Budget vs. Expense Report to be accepted. The Budget vs. Expense Report was approved by unanimous consent.

Treasurer Will Porter presented the February 2023 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**

Michele Stricker from NJ State Library reported on New Jersey State Library events.

### **COMMITTEE REPORTS**

- Advocacy Committee - No Report
- Bylaws Committee - The Bylaws Committee met and discussed revisions to the Bylaws.
- Finance Committee - Will Porter reported that the Committee is changing banks for LLNJ and working on creating a finance manual.
- Fund Development Committee - No Report
- Membership Committee - Received an application for a new membership, will be voted on in New Business.
- Nominations Committee - Having the Spring Membership meeting in June. Working on finding new Executive Board members.
- Personnel Committee - Chris Carbone reported they will go into Executive Session.
- Planning Committee - No Report
- Resource Sharing - The Committee met, and they reached out to Greg Pronevitz. Greg shared information about the RAILS Consortium in Illinois. Greg will be attending the next Resource Sharing Committee meeting.

### **CORRESPONDENCE AND PUBLIC COMMENTS**

There was no correspondence.

### **UNFINISHED BUSINESS**

There was no unfinished business.

### **NEW BUSINESS**

Corey Fleming moved to accept the application for membership from Warren County Vocational Technical School in the County of Warren. Will Porter seconded the motion, which passed.

Will Porter moved to adopt the resolution to authorize designated signers for Chase Bank. The motion was seconded and passed.

The Bylaws Committee presented possible revisions to the Bylaws.

At 3:31 p.m., Phillip Berg moved to go into closed Executive Session. Allan Kleiman seconded the motion, which passed.

At 3:43 p.m., Phillip Berg moved to end closed Executive Session. Corey Fleming seconded the motion, which passed.

On behalf of the Personnel Committee, Chris Carbone moved to appoint Kimberly Sullivan-Gladwell to the position of part-time Bookkeeper as defined in closed Executive Session. The motion passed.

#### **ADJOURNMENT**

Corey Fleming moved to adjourn the meeting. The motion was seconded and passed. The meeting was adjourned at 3:45 p.m.

Respectfully submitted by  
Kathy Dempsey  
Secretary