

EXECUTIVE BOARD MEETING

Thursday, March 18, 2021, 2:30 PM
Zoom

MINUTES

EXECUTIVE BOARD

Present

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

Absent

Also Attending

Susanne Sacchetti, Executive Director
Kathleen Moeller-Peiffer, Deputy State Librarian, New Jersey State Library
Carol Fishwick, LibraryLinkNJ
Keith McCoy, Edison Public Library

CALL TO ORDER

The meeting was called to order at 2:34 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 February 18, 2021 Executive Board meeting minutes. The minutes were tabled until the next meeting.

PERSONNEL COMMITTEE

Chris Carbone announced that March 26, 2021 will be Susanne Sacchetti's last day. Chris Carbone also moved to approve the agreement with Pro Libra to hire Keith McCoy as the Interim Director of LLNJ for up to 20 hours a week. Allan Kleiman seconded the motion, which passed.

PRESIDENTS REPORT

There was no report.

TREASURER'S REPORT

Treasurer Ricardo Pino presented and moved the February 2021 Operating Expenses Report to be accepted. The Operating Expenses report was approved by unanimous consent. Treasurer Ricardo Pino presented and moved the February 2021 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 February 2021 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

- Fund Development - Irene Sterling reported with Susanne Sacchetti leaving they have to wait until the new Executive Director is in place so they can start taking the Director around to the foundations. The committee is still looking for places with opportunities.
- Bylaws Committee - Deborah Magnan reported that the ByLaws Committee met on March 5th and presented a written report.. They discussed whether any changes needed to be made, they also drafted a survey. There is an amendment that requires a member to be in good standing, there is no definition. This either has to be explained or taken out.
- Delivery Task Force - Phillip Berg reported that the Delivery Task Force has not been meeting as a Task Force since it was decided to do a one year extension at a flat rate of \$75,000 a month until some time in September.
- Finance Committee – Ricardo Pino moved to authorize a payment to Pro Libra for up to \$6,000:00 for Keith McCoy the new Interim Director. Chris Carbone seconded the motion, which passed. They also started preparing the Budget for next year.
- Membership Committee - No Report
- Strategic Planning Committee – Allan Kleiman reported that the Committee reviewed the operation plan that is already in place. He also reported that they will be using Bradbury Miller Associates to hire a new Executive Director.
- TOPCATS – Ralph Bingham reported that the Top Cats met on March 3, 2021. He reported that the Futures Group will wait for new leadership to move forward. There was discussion about making a formal statement on the Covid epidemic but decided to wait until they can find a professional health care worker. The policy work group needs to understand the impact on frontline workers in libraries to find the best practices.
- Programming Committee - Bonnie Lafazan introduced Darby Malvey and Theresa Agustinelli as new members, they presented their current projects and goals. Darby Malvey is taking on the mini EBSCO grant since she has grant writing experience. Bonnie Lafazan moved to accept Laverne Mann (Cherry Hill Public Library) as a new committee member. Allan Kleiman seconded the motion, which passed.

CORRESPONDENCE

No Correspondence

NEW AND UNFINISHED BUSINESS

Phillip Berg announced that NJ State Librarian Jen Nelson announced the ARPA budget, which is a great opportunity for LibraryLinkNJ to work with the New Jersey State Library.

Jennie Pu is asking that librarians check in with Asian American Pacific Islander library workers

Agenda Items for Next Meeting

Executive Board Meeting, April 15, 2021, 2:30 pm

ADJOURNMENT

Allan Kleiman moved to adjourn the meeting. Ricardo Pino seconded the motion, which passed. The meeting was adjourned at 4:11 p.m.

Respectfully submitted by
Ralph Bingham, Secretary