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MOVING FORWARD TOGETHER

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Ralph S. Bingham III, Executive Director

EXECUTIVE BOARD MEETING

May 19, 2022, 2:30 PM
Zoom

MINUTES

EXECUTIVE BOARD

Present

Chris Carbone
Ranjna Das
Kathy Dempsey
Corey Fleming
Janina Kaldan
Bonnie Lafazan
Laurie Matassa
Ricardo Pino
Jennifer Podolsky
Will Porter
Jennie Pu
Joan Serpico
Irene Sterling

Absent

Phillip Berg
Allan Kleiman

LNRB Representatives

David Costa
John Foglia

Also Attending

Ralph Bingham, Executive Director, LibraryLinkNJ
Carol Fishwick, LibraryLinkNJ (Minutes Taker)
Amanda Standerfer, Fast Forward Libraries

CALL TO ORDER

The meeting was called to order at 2:32 p.m. by Jennie Pu, Executive Board President, who announced that the meeting was in compliance with the Open Public Meetings Act.

STATE LIBRARIAN REPORT

Jen Nelson, State Librarian, did not attend, but submitted a written report.

The two LNRB representatives were introduced to the Executive Board members.

STRATEGIC PLANNING DISCUSSION

Amanda Standerfer, Fast Forward Libraries, reviewed the Strategic Plan outline.

APPROVAL OF MINUTES

The Executive Board Secretary Kathy Dempsey presented the April 21, 2022, Executive Board Meeting Minutes. John Foglia moved to adopt them. Corey Fleming seconded the motion, which passed with three abstentions.

PRESIDENT'S REPORT

No Report

TREASURER'S REPORT

Treasurer Ricardo Pino presented the April 2022 Operating Expenses Report to be accepted. The Operating Expenses Report was approved by unanimous consent.

Treasurer Ricardo Pino presented the April 2022 Budget vs. Expense Report to be accepted. The Budget vs. Expense Report was approved by unanimous consent.

Treasurer Ricardo Pino presented the April 2022 Investment Report to be accepted. The Investment Report was approved by unanimous consent.

The QuickBooks reports: 2022 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.

COMMITTEE REPORTS

- Bylaws Committee - No Report
- Delivery Task Force - Ralph Bingham reported that he has been meeting with TForce to work out the details of the new contract.
- Finance Committee - Ricardo Pino reported that the committee met to go over the proposed FY23 budget.
- Fund Development Committee - Irene Sterling reported that she met with Ralph Bingham to discuss setting up a meeting with the Dodge Foundation.
- Membership Committee - No Report
- Nominations Committee - In the absence of Laurie Matassa, Jennie Pu reported that the committee is looking for a Lay Representative and an Academic Library Representative to complete the slate for the Board in FY23.
- Personnel Committee - Chris Carbone reported that there will be an item discussed in the Executive Session.
- Planning Committee - Bonnie Lafazan reported that things are going extremely well with the Strategic Plan.
- TOPCATS - No Report

CORRESPONDENCE AND PUBLIC COMMENTS

No correspondence.

UNFINISHED BUSINESS

Ralph Bingham reported he is working on the Agenda for the Spring Membership Meeting; he is also working on the voting process with the parliamentarian and with Mi-Sun Lyu.

NEW BUSINESS

The Personnel Committee moved to approve the new travel policy to be included in the Employee Handbook. The travel policy was adopted.

Ricardo Pino presented the FY23 Budget and noted budget cuts from the State Library for FY23 and FY24. Ralph Bingham went over and explained the budget. The committee put it forward to be presented at the Spring Membership Meeting on June 21, 2022. The motion passed.

At 3:49 p.m., Corey Fleming moved to go into Executive Session. Chris Carbone seconded the motion, which passed.

At 3:56 p.m., Corey Fleming moved to end Executive Session. Kathy Dempsey seconded the motion, which passed.

Corey Fleming moved that FY23 staff salary increases be implemented in the manner presented in Executive Session. The motion passed.

ADJOURNMENT

Corey Fleming moved to adjourn the meeting. John Foglia seconded the motion, which passed. The meeting was adjourned at 4:00 p.m.

Respectfully submitted by
Kathy Dempsey, Secretary