

EXECUTIVE BOARD MEETING  
 Thursday, July 16, 2020 2:30 PM  
 Virtual Meeting (Zoom)

**MINUTES**

**EXECUTIVE BOARD**

**Present**

Phillip Berg  
 Ralph Bingham  
 Chris Carbone  
 Kathy Dempsey  
 Kimberly Flanagan-Bouchard  
 Cory Fleming  
 Bonnie Lafazan  
 Deborah Magnan  
 Laurie Matassa  
 Ricardo Pino  
 Jennifer Podolsky  
 Jennie Pu  
 Irene Sterling  
 Will Porter

**Absent**

Allan Kleiman (excused)

**Also Attending**

Juliet Machie, Interim Executive Director  
 Susanne Sacchetti  
 Kathleen Moeller-Peiffer, Deputy State Librarian, New Jersey State Library  
 Nanette Cox, LibraryLinkNJ, Carol Fishwick LibraryLinkNJ

**CALL TO ORDER**

The meeting was called to order at 2:32 p.m. by Reorganization Committee Chair Irene Sterling, who announced that the meeting was in compliance with the Open Public Meetings Act.

Irene Sterling presented the Reorganization Committee's recommendation for FY21 Board officers and moved to accept the new slate. Corey Fleming seconded the motion, which passed unanimously.

The approved list follows:

***LIBRARYLINKNJ EXECUTIVE BOARD OFFICERS FOR FY20***  
***Approved 12/19/19***

***Officers***

<b>Position</b>	<b>Name</b>	<b>Library</b>
President	Bonnie Lafazan	Berkeley College Library
Vice President	Jennifer Podolsky	Princeton Public Library
Secretary	Ralph Bingham	Gloucester County Library System
Treasurer	Ricardo Pino	Wayne Public Library
Assistant Treasurer	Phillip Berg	MAIN: Morris Automated Information Network

**NEW PRESIDENT’S REMARKS**

Bonnie Lafazan thanked the Reorganization Committee and welcomed the new Executive Board Members and the new Executive Director Susanne Sacchetti, who is scheduled to begin work at LLNJ on August 3, 2020.

**APPROVAL OF MINUTES**

Ralph Bingham presented the minutes of June 18, 2020 Executive Board meeting and moved for the minutes to be accepted. Irene Sterling seconded the motion, which passed.

**TREASURER’S REPORT**

Treasurer Ricardo Pino presented and moved to have the June 2020 Operating Expenses report accepted. Chris Carbone seconded the motion, which passed. Treasurer Ricardo Pino presented and moved for the June 2020 Budget vs. Expense Report to be accepted. Chris Carbone seconded the motion, which passed. Treasurer Ricardo Pino presented and moved for the June 2020 Investment report to be accepted. Ralph Bingham seconded the motion, which passed. The reports were filed for audit. The QuickBooks reports: 2020 Budget - July through June; Balance Sheet Previous Year Comparison; and Statement of Operations with Prior Year Comparison were reviewed.

**REPORT OF THE EXECUTIVE DIRECTOR**

Interim Executive Director Juliet Machie submitted a written report.

**REPORT OF THE STATE LIBRARY**

Kathleen Moeller-Peiffer, Deputy State Librarian, submitted a written report.

**FY21 BOARD COMMITTEES**

President Bonnie presented the FY21 Board Committee Roster. Irene Sterling moved to accept the LibraryLinkNJ Executive Board Committee Roster. Ricardo Pino seconded the motion, which passed unanimously.

The approved list follows:

***LIBRARYLINKNJ BOARD COMMITTEES FOR FY20***

***Bylaws Committee***

<b>Position</b>	<b>Name</b>	<b>Library</b>
Committee Member	Cory Fleming	Paterson Free Public Library
Committee Member	Deborah Magnan	Hackensack University Medical Center
Committee Member	Ricardo Pino	Wayne Public Library
Committee Member	Will Porter	Sussex County Library System

***Delivery Task Force***

<b>Position</b>	<b>Name</b>	<b>Library</b>
Committee Member	Phillip Berg	MAIN: Morris Automated Information Network
Committee Member	Ralph Bingham	Gloucester County Library System
Committee Member	Kimberly Flanagan-Bouchard	Daiichi-Sankyo Scientific Library
Committee Member	Allan Kleiman	Montville Township Public Library

**Finance Committee**

<b>Position</b>	<b>Name</b>	<b>Library</b>
Vice President	Jennifer Podolsky	Princeton Public Library
Treasurer *	Ricardo Pino	Wayne Public Library
Assistant Treasurer*	Phillip Berg	MAIN: Morris Automated Information Network
Committee Member	Chris Carbone	South Brunswick Public Library
Committee Member	Jennie Pu	Hudson County Community College

**Membership Committee**

<b>Position</b>	<b>Name</b>	<b>Library</b>
Committee Member	Phillip Berg	MAIN: Morris Automated Information Network
Committee Member	Ralph Bingham	Gloucester County Library System
Committee Member	Chris Carbone	South Brunswick Public Library
Committee Member	Kathy Dempsey	Lay Representative
Committee Member	Corey Fleming	Paterson Free Public Library
Committee Member	Jennie Pu	Hudson County Community College

**Nominations Committee**

<b>Position</b>	<b>Name</b>	<b>Library</b>
Committee Member	Ralph Bingham	Gloucester County Library System
Committee Member	Laurie Matassa	Jackson Liberty High School Media Center
Committee Member	Deborah Magnan	Hackensack University Medical Center
Committee Member	Ricardo Pino	Wayne Public Library
Committee Member	Will Porter	Sussex County Library System
Committee Member	Irene Sterling	Lay Representative

**Personnel Committee**

<b>Position</b>	<b>Name</b>	<b>Library</b>
Committee Member	Jennifer Podolsky	Princeton Public Library
Committee Member	Chris Carbone	South Brunswick Public Library
Committee Member	Phillip Berg	MAIN: Morris Automated Information Network
Committee Member	Corey Fleming	Paterson Free Public Library
Committee Member	Jennie Pu	Hudson County Community College

**Planning Committee**

<b>Position</b>	<b>Name</b>	<b>Library</b>
Committee Member	Kathy Dempsey	Lay Representative
Committee Member	Deborah Magnan	Hackensack University Medical Center Library
Committee Member	Irene Sterling	Lay Representative
Committee Member	Allan Kleiman	Montville Township Public Library
Committee Member	Kimberly Flanagan-Bouchard	Daiichi-Sankyo Scientific Library
Committee Member	Will Porter	Sussex County Library System

**Reorganization Committee**

<b>Position</b>	<b>Name</b>	<b>Library</b>
Committee Member	Kathy Dempsey	Lay Representative
Committee Member	Allan Kleiman	Montville Township Public Library
Committee Member	Irene Sterling	Lay Representative
Committee Member	Laurie Matassa	Jackson Liberty High School
Committee Member	Jennifer Podolsky	Princeton Public Library

**CODE OF ETHICS**

President Bonnie reminded Board members to fill out the Code of Ethics form and to return the signed copy to Interim Executive Director.

**CORRESPONDENCE**

There was no correspondence.

**PUBLIC COMMENT**

There were no public comments.

**AGENDA ITEMS FOR NEXT MEETING**

Following discussion about the need, nature and timing for a board retreat, it was agreed that the Board President, Vice President, Interim Executive Director and Incoming Executive Director should meet to develop and present a proposal for an FY21 Executive Board Retreat.

**ADJOURNMENT**

Ricardo Pino moved to adjourn the meeting. Corey Fleming seconded the motion, which passed. The meeting was adjourned at 3:36 p.m.

Respectfully submitted,

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Ralph Bingham, Secretary