



MOVING FORWARD TOGETHER

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EXECUTIVE BOARD MEETING MINUTES
Thursday, June 18, 2020 2:30 PM
Zoom or Zoom by Phone

MINUTES

Present

Phillip Berg
Ralph Bingham
Chris Carbone
Steve Chudnick
Karen Cohen
Corey Fleming
Allan Kleiman
Bonnie Lafazan
Deborah Magnan
Michelle McGreivey
Ricardo Pino
Jennifer Podolsky
Irene Sterling

Absent

Laurie Matassa (Excused)
Elizabeth Sosnowska

Also Attending

Juliet Machie, Interim Executive Director
Mary Chute, State Librarian, New Jersey State Library
Michele Stricker, 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 President Chris Carbone, who announced that the meeting was in compliance with the New Jersey Open Public Meetings Act.

APPROVAL OF MINUTES

Bonnie Lafazan presented the minutes of the May 21, 2020 Executive Board Meeting. Ricardo Pino moved to accept the minutes. Allan Kleiman seconded the motion, which passed.

PRESIDENT'S REPORT

President Chris thanked everyone for participating in the Executive Board Meeting, wishing everyone well. President Chris Carbone also thanked Interim Executive Director Juliet Machie for her hard work.

TREASURER'S REPORT

Treasurer Steve Chudnick presented and moved to have the May 2020 Operating Expenses report accepted. Ricardo Pino seconded the motion, which passed. Treasurer Steve Chudnick presented the May 2020 Budget vs. Expense Reports. Bonnie Lafazan moved to have the report accepted. Ricardo Pino seconded the motion, which passed. Treasurer Steve Chudnick presented and moved to have the May 2020 Investment report accepted. Ralph Bingham second the motion, which passed. The reports were filed for audit. The QuickBooks reports: 2020 Budget - July through June; Balance Sheet Previous Year Comparison; 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

Mary Chute, New Jersey State Librarian submitted a written report.

NO COST SERVICE EXTENSION

Interim Executive Director, Juliet Machie presented a written letter to Mary Chute, New Jersey State Librarian on behalf of the LibraryLinkNJ Executive Board to request a three-month No-Cost service extension for LLNJ, for the period of July1, 2020 - September 30, 2020. Phillip Berg moved to approve the letter. Irene Sterling seconded the motion, which passed.

COMMITTEE REPORTS

Delivery Task Force Chair Phillip Berg reported that the delivery task force continues to meet monthly. A "Project Empty Warehouse" is underway, to return library materials currently in the delivery warehouse to their designated locations.

DEBRIEF FROM JUNE 17, 2020 MEMBERSHIP MEETING

President Chris Carbone thanked Juliet Machie and Mi-Sun Lyu and Bylaws Committee Chair Michelle McGreivey. for all their hard work in producing the June 17, 2020 virtual membership meeting. Board members dialoged on lessons learned and identified areas for improvements. The Board will have an opportunity to implement process improvements at another membership meeting in September to approve an FY21 budget and complete amendments to the bylaws.

REORGANIZATION MEETING

Irene Sterling volunteered and was approved to chair the Reorganization Committee. Phillip Berg and Corey Fleming also volunteered to serve on the committee. The reorganization committee will present a slate of Board officers and a Board Committee Roster and the Reorganization meeting in July.

NEW BUSINESS

Steve Chudnick moved to give Interim Director Juliet Machie the authority to execute the MOU for LLNJ's move to Trenton. Allan Kleiman seconded the motion, which passed.

Allan Kleiman moved to have the Board go into the Executive Session. Corey Fleming seconded the motion, which passed. The Executive Session ended at 4:10 p.m.

Jennifer Podolsky moved to offer Susanne Sacchetti (Director at Cumberland County Library System), the Executive Director position at LLNJ. Allan Kleiman seconded the motion, which passed.

CORRESPONDENCE

There was no correspondence.

PUBLIC COMMENT

There were no public comments.

AGENDA ITEMS FOR NEXT MEETING

Executive Board Reorganization meeting, July 16, 2020, 2:30 p.m. via Zoom

ADJOURNMENT

Corey Fleming moved to adjourn the meeting. Ricardo Pino seconded the motion, which passed. The meeting was adjourned at 4:12 p.m.

Respectfully submitted,

Bonnie Lafazan
Secretary.