



44 Stelton Road, Suite 330 TEL: 732-752-7720 or 866-505-5465 librarylinknj.org
Piscataway, NJ 08854 FAX: 732-752-7785 or 800-793-8007
Kathy Schalk-Greene, Executive Director Kathy@librarylinknj.org

EXECUTIVE BOARD MEETING
Thursday, February 28, 2019, 2:30 PM
Online – LLNJ Office, 2:30 p.m. start time

MINUTES

EXECUTIVE BOARD

Present

Phillip Berg
Chris Carbone
Ranjna Das
Bonnie Lafazan
Deborah Magnan
Laurie Matassa
Michelle McGreivey
Jennifer Podolsky
Adele Puccio
Irene Sterling
Rick Vander Wende

Absent

Steve Chudnick
Tanya Finney Estrada
Elizabeth Sosnowski

Also Attending

Kathy Schalk-Greene, Executive Director
Joanne Roukens, Assistant Director
Sophie Brookover, LibraryLinkNJ
Mi-Sun Lyu, LibraryLinkNJ
Nanette Cox, LibraryLinkNJ
Mary Chute, LibraryLinkNJ
Kathleen Moeller-Pfeifer, NJ State Library

CALL TO ORDER

The meeting was called to order at 2:31 p.m. by President Ranjna Das, who announced that the meeting was in compliance with the Open Public Meetings Act.

APPROVAL OF MINUTES

President Ranjna Das presented the January 17, 2019 minutes and the February 7, 2019 Special Meeting minutes. Jennifer Podolsky moved the minutes. Tanya Finney Estrada seconded the motion, which passed.

TREASURER'S REPORT

Rick Vander Wende, Treasurer, presented and moved the January 2019 Report of Expenditures. Jennifer Podlosky 2nd the motion which passed.

Rick Vander Wende presented the January 2018 Report of Investments. Adele Puccio seconded the motion which passed with one abstention. The reports were filed for audit.

REPORT OF THE STATE LIBRARY

The New Jersey State Library presented a written report.

REPORT OF THE EXECUTIVE DIRECTOR

Executive Director Kathy Schalk-Greene reported on the following issues:

Economic Savings through Resource Sharing

Delivery

- 2/3 of the cost share billing has been collected.

Advocacy, Collaboration, and Partnerships

Advocacy

NJLA

- Conference call with NJLA
- Kathy Schalk-Greene attended Public Policy Meeting on January 18th

Collaboration

NJSL

- LLNJ/NJSL meeting on January 8th
- Kathy Schalk-Greene attended breakfast with Mary Chute

Projects

MentorNJ

- Task Force met in person
- Mi-Sun made some contacts to secure speakers
- Conference call with Maryland Library Association

Diversity Resources Online

- Mi-Sun continued to administer the online resource pages

Knowledge, Skills and Professional Growth

CE Team

- Webinars Scheduled recently completed or in Progress
 - Supporting Civic Engagement
 - Disability in the Library

Face to Face events

- Readers' Advisory PLUS Unconference

CE Sponsorship of other Organizations

- Subsidies were approved for NJLA (\$750.00), and HSLANJ (\$500)

Onsite, On Demand Staff Development for LLNJ and Our Members

- West Orange Public Library and Wayne Public Library were approved for subsidies for workshops

Innovation and Reinvention

- Website Report
- Other IT
- Social Media Management
- E-Updates Management

Organizational Development for LLNJ and Our Members

- Advocacy for Sustainable funding
- Finance Committee
- Kivvit Calls
- Staff Team Meeting
- Genova Burns Call

Jennifer Podolsky moved to accept the Executive Director's Report. Adele Puccio seconded the motion, which passed.

CORRESPONDENCE

- Adele Puccio moved to accept John Bonney's resignation, Jennifer Podolsky seconded the motion which passed
- Carol Fishwick e-mail

UNFINISHED BUSINESS

- At 2:44 pm Irene Sterling moved to go into Executive Session, Jennifer Podolsky seconded the motion, which passed
- At 3:19 pm Adele Puccio made a motion to go into open session, seconded by Jennifer Podolsky which passed
- Chris Carbone moved as recommended by the Executive Board to accept the Executive Directors evaluation and to approve a 2% increase retroactive to January 1, 2019, Bonnie Lafazan seconded the motion which passed.
- Michelle McGreivey moved to extend the salaries for Carol Fishwick, Mi-Sun Lyu and Sophie Brookover until April 30th pending final recommendation from the March 14th meeting.

NEW BUSINESS

- Jennifer Podolski moved to table the replacement of John Bonney until the March 21, 2019 Executive Board Meeting Bonnie Lafazan seconded the motion which passed.
- Rick Vander Wende moved to elect Tanya Finney Estrada as the new Executive Board Secretary, Michelle McGreivey seconded the motion which passed.

PUBLIC COMMENT

- Sophie Brookover spoke during the Public Comment section.

AGENDA ITEMS FOR NEXT MEETING

Replacement of John Bonney as Board Member

ADJOURNMENT

Jennifer Podolski moved to adjourn the meeting. Michelle McGreivey seconded the motion, which passed. The meeting was adjourned at 3.20 p.m.

Respectfully submitted,

Kathy Schalk-Greene
Executive Director