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Kathy Schalk-Greene, Executive Director Kathy@librarylinknj.org

EXECUTIVE BOARD MEETING
Thursday, March 21, 2019, 2:30 PM
Online – LLNJ Office, 2:30 p.m. start time

MINUTES

EXECUTIVE BOARD

Present

Phillip Berg
Chris Carbone
Steve Chudnick
Ranjna Das
Tanya Finney Estrada
Bonnie Lafazan
Deborah Magnan
Laurie Matassa
Michelle McGreivey
Jennifer Podolsky
Adele Puccio
Elizabeth Sosnowska
Rick Vander Wende

Absent

Irene Sterling

Also Attending

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

Chelsea Woods-Turner
Arlen Kimmelman
Kimberly Paone
Will Porter
Ralph Bingham
Liz B

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 February 28, 2019 minutes. Steve Chudnick moved the minutes. Jennifer Podolsky seconded the motion, which passed with one correction.

TREASURER'S REPORT

Rick Vander Wende, Treasurer, presented the February 2019 Report of Expenditures. Adele Puccio moved the report, Steve Chudnick 2nd the motion which passed with one abstention.

Rick Vander Wende presented the February 2019 Report of Investments. Michelle McGreivey moved the report Bonnie Lafazan seconded the motion which passed with one abstention. The reports were filed for audit.

REPORT OF THE STATE LIBRARY

Kathleen Moeller-Peiffer of 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

- 90% of invoices for delivery cost share has been paid.

Advocacy, Collaboration, and Partnerships

Advocacy

NJLA

- Kathy Schalk-Greene attended the NJLA Public Policy Meeting on 2/1/2019
- Kathy and Ranjna held a Conference call with NJLA to talk about advocacy strategy

Collaboration

- Kathy Schalk-Greene attended the VALE Executive Committee on 2/1
- Kathy and Ranjna attended a meeting at the New Jersey State Library on 2/5, the group was joined by Shari Shafer on 2/26 to discuss LLNJ sharing pace at the NJ state Library or the Talking Book and Braille Center in the future.

Projects

MentorNJ

- Task Force met in online on Feb 26 to discuss more details on their FY2019 & FY 2020 plans.
- 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

Onsite, On Demand Staff Development for LLNJ and Our Members

- Irvington Public Library and Upper Saddle River Public Library were approved for subsidies for staff development 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

The Board received a thank you note from Keydi Boss O'Hegan for flowers sent to her mother, former Board member, Cathy Boss, while she was in hospice care at home.

The Board received an email from Mi-Sun Lyu on Staffing for FY20.

PUBLIC COMMENT

The Board heard from Sophie Brookover, Mi-Sun Lyu, Arlen Kimmelman, Chelsea Woods-Turner, Kimberly Paone and Ralph Bingham.

UNFINISHED BUSINESS

At 3:07 pm Steve Chudnick moved to go into Executive Session to discuss personnel matters. Jennifer Podolsky seconded the motion, which passed.

At 3:58 pm Rick Vander Wende made a motion to go into open session, seconded by Adele Puccio which passed.

Jennifer Podolsky moved on behalf of the Personnel Committee to terminate the position of Program Coordinator and Social Media Manager effective April 30, 2019 and to terminate the position of Assistant Director effective June 30, 2019. As Chair of the Personnel Committee this motion did not need a second. The motion passed.

Jennifer Podolsky moved on behalf of the Personnel Committee to continue two positions, Member Services and IT Project Manager and Program Coordinator, until June 30, 2019. As Chair of the Personnel Committee this motion did not need a second. The motion passed.

NEW BUSINESS

Steve Chudnick moved and Jennifer Podolsky seconded a motion to appoint Courtenay Reece, director of the Millville Public Library to serve the remaining term of John Bonney, who resigned from the Board. The motion passed.

Kathy Schalk-Greene gave an update of the draft Strategic Initiatives as reviewed by the Personnel Committee, with assistance of members from the Finance and Strategic Planning Committees.

PUBLIC COMMENT

There was no more public comment.

AGENDA ITEMS FOR NEXT MEETING

At the next meeting the draft Strategic Initiatives, Budget and Board Slate for FY20 will be reviewed for action.

ADJOURNMENT

Steve Chudnick moved to adjourn the meeting. Jennifer Podolsky seconded the motion, which passed. The meeting was adjourned at 4:49 p.m.

Respectfully submitted,

Tanya Finney Estrada
Secretary