EXECUTIVE BOARD MEETING
Thursday September 20, 2018
Online – LLNJ Office, 2:30 p.m. start time

MINUTES

EXECUTIVE BOARD

Present
Phillip Berg
Cathy Boss
John Bonney
Chris Carbone
Steve Chudnick
Ranjna Das
Bonnie Lafazan
Deborah Magnan
Laurie Matassa
Michele McGreivey
Jennifer Podolsky
Irene Sterling
Rick Vander Wende

Absent
Tanya Finney Estrada
Adele Puccio

Also Attending
Kathy Schalk-Greene, Executive Director
Joanne Roukens, Assistant Director
Sophie Brookover, LibraryLinkNJ
Mi-Sun Lyu, LibraryLinkNJ
Bob Keith, New Jersey State Library

CALL TO ORDER

The meeting was called to order at 2:30 p.m. by President Ranjna Das, who announced that the meeting was in compliance with the Open Public Meetings Act.

APPROVAL OF MINUTES

John Bonney presented the September 20, 2018 minutes and October 16, 2018. Jennifer Podolsky moved to accept the minutes, Rick Vander Wende seconded the motion, which passed with one correction.
TREASURER’S REPORT
Treasurer Rick Vander Wende, moved the August 2018 Report of Expenditures. Cathy Boss seconded the motion which passed. Treasurer Rick Vander Wende, moved the August 2018 Report of investments., Jennifer Podolsky seconded the motion which passed. 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
- BCCLS meeting outline three potential delivery options.

Advocacy, Collaboration, and Partnerships
Advocacy
- Kathy Schalk-Greene attended NJLA Public Policy meeting on July 13th.

Collaboration
- Kathy attended online meetings of the State Library’s Infrastructure Study.

Projects
- Powering Up: Library Charging Stations project update.
- MentorNJ: The team met in-person to discuss their FY19 plan items.

Knowledge, Skills and Professional Growth
CE Team
- Webinars Scheduled recently completed.
- Face to Face events.
- CE Sponsorship of Other Organizations
- Onsite, On-Demand Staff Development Program
- Social Media Consultations

Innovation and Reinvention
- Website Report
- Other IT
- Social Media Management
- E-Update Management

Organizational Development for LLNJ and Our Members Development
- New Jersey State Library
- Kivvit
- Foundations
- Online Town Hall meetings
- Invatational Meeting on the Future of LLNJ

Other Activities in Support of LLNJ
Staff Activities were listed.

Upcoming Events/Offers/Happenings
Events were listed
Cathy Boss moved to accept the Executive Director’s Report. Steve Chudnick seconded the motion, which passed.

**CORRESPONDENCE**

- Kivvit Contract
- Transferability of Delivery Contract
- Delivery Renewal

**UNFINISHED BUSINESS**

- Delivery Cost Share
  A policy is needed for those libraries who choose not to pay the cost share. A draft will be developed and presented at a future meeting.

**NEW BUSINESS**

- Planning for the Best
  - Foundations and Other Funding Opportunities -- Irene Sterling [update]
  - Online Town Hall Meeting, 9/18/18 -- Kathy Schalk-Greene [update]
  - Advocacy Task Force – Kathy Schalk-Greene [update]
    - Composition, Survey, Meetings with Government Officials
  - Statewide Meeting on the Future of LLNJ, 10/15 -- Kathy Schalk-Greene [update]
- Preparing for the Worst
  - Closing – Kathy Schalk-Greene [update]

**AGENDA ITEMS FOR NEXT MEETING**

Online Executive Board Meeting, October 18, 2018.

**ADJOURNMENT**

Rick Vander Wende moved to adjourn the meeting. Deborah Magnan seconded the motion, which passed. The meeting was adjourned at 3:54 p.m.

Respectfully submitted,

John Bonney, Secretary