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

EXECUTIVE BOARD MEETING
Thursday, December 19, 2019, 2:30 PM
In Person – LibraryLinkNJ office

MINUTES

EXECUTIVE BOARD

Present

Phillip Berg
Ralph Bingham
Chris Carbone
Karen Cohen
Cory Fleming
Allan Kleiman
Michelle McGreivey
Ricardo Pino
Jennifer Podolsky
Elizabeth Sosnowska
Irene Sterling

Absent

Steve Chudnick
Bonnie Lafazan
Deborah Magnan
Laurie Matassa

Also Attending

Kathy Schalk-Greene, Executive Director
Juliet Machie, Interim Director

CALL TO ORDER

The meeting was called to order at 2:40 p.m. by President Chris Carbone, who announced that the meeting was in compliance with the Open Public Meetings Act.

APPROVAL OF MINUTES

Ricardo Pino moved the November 21, 2019 minutes. Elizabeth Sosnowska seconded the motion, which passed with two corrections.

PRESIDENT'S REPORT

President Chris Carbone thanked everyone for coming to the Holiday lunch; he also thanked the Board and committees for all they accomplished and wishing everyone Happy Holidays.

TREASURER'S REPORT

Phillip Berg, Assistant Treasurer moved the November 2019 Budget vs. Expenses Report. Ricardo 2nd the motion which passed. Phillip Berg moved the November 2019 Report of Investments, Ricardo Pino seconded the motion, which passed. The reports were filed for audit. The QuickBooks reports: 2020 Budget, July through October; Balance Sheet Previous Year Comparison; Operating Expenses; and Statement of Operations with Prior Year Comparisons were reviewed. The list from Kathy of recurring expenses that could be approved and paid without prior monthly review with the intention of holding other checks until the Board has approved these was referred to the Finance Committee.

REPORT OF THE STATE LIBRARY

Kathleen Moeller-Peiffer of the New Jersey State Library submitted a written report.

REPORT OF THE EXECUTIVE DIRECTOR

Executive Director Kathy Schalk-Greene submitted a written report.

COMMITTEE REPORTS

Michelle McGreivey, Chair of the Bylaws Committee presented a written report. Ricardo Pino moved to adopt the proposal of the by-laws committee. Irene Sterling seconded the motion, which passed with one opposition and one abstention.

Ricardo Pino moved to send the By-Laws committee proposed changes to the Parliamentarian and Legal counsel. Corey Fleming seconded the motion, which passed.

In Treasurer Steve Chudnick's absence Phillip Berg, Assistant Treasurer presented a written report for the Finance Committee.

The Strategic Planning Committee Chair, Irene Sterling reported that she would be going to Mid-Winter to gather information.

LLNJ Delivery Task Force chair, Phillip Berg reviewed Delivery Service proposals. In conjunction with the Delivery Service Task Force Phillip moved to accept the delivery study proposal from Greg Pronevitz for the price of \$15,000.00. Allan Kleiman seconded the motion, which passed.

CORRESPONDENCE

No correspondence

PUBLIC COMMENT

There was no public comment

UNFINISHED BUSINESS

Jennifer Podolsky reported that the Personnel Committee is talking about hiring a search firm to hire a new Executive Director. Recommendations will be presented at the January meeting.

NEW BUSINESS

Chris Carbone presented a new list of committee appointments, including Ralph Bingham of the Gloucester County Library System as Chair of the Membership Committee and Member of the Nominations Committee along with Denise O'Shea as Member of the Membership Committee. Ricardo Pino moved to accept the appointments. Allan Kleiman Kleiman seconded the motion, which passed.

The LibrarylinkNJ Executive Board agreed to have the January Board Meeting at the Library Link NJ Office. February's location will be determined.

AGENDA ITEMS FOR NEXT MEETING

January 16, 2020 starting at 2:30 pm.

ADJOURNMENT

Irene Sterling moved to adjourn the meeting. Ricardo Pino seconded the motion, which passed. The meeting was adjourned at 3:53 pm.

Respectfully submitted,

Deborah Magnan
Secretary