



44 Stelton Road, Suite 330 TEL: 732-752-7720  
Piscataway, NJ 08854

librarylinknj.org

FAX: 732-752-7785

Kathy Schalk-Greene, Executive Director [Kathy@librarylinknj.org](mailto:Kathy@librarylinknj.org)

EXECUTIVE BOARD MEETING  
Thursday, January 16, 2020 2:30 PM  
In Person – LibraryLinkNJ office

MINUTES

EXECUTIVE BOARD

**Present**

Phillip Berg  
Ralph Bingham  
Chris Carbone  
Steve Chudnick  
Karen Cohen  
Bonnie Lafazan  
Deborah Magnan  
Laurie Matassa  
Michelle McGreivey  
Ricardo Pino  
Jennifer Podolsky  
Elizabeth Sosnowska  
Irene Sterling

**Absent**

Cory Fleming (Excused)  
Allan Kleiman (Excused)

**Also Attending**

Kathy Schalk-Greene, Executive Director  
Juliet Machie, Interim Executive Director  
Kathleen Moeller-Peiffer, Deputy State Librarian, New Jersey State Library

**CALL TO ORDER**

The meeting was called to order at 2:34 p.m. by President Chris Carbone, who announced that the meeting was in compliance with the Open Public Meetings Act.

**APPROVAL OF MINUTES**

Deborah Magnan presented the December 19, 2019 minutes. Ricardo Pino moved to accept the minutes. Phillip Berg seconded the motion. The motion was carried.

**PRESIDENT'S REPORT**

President Chris Carbone thanked Kathy Schalk-Greene for her leadership and contributions to LLNJ and wished her well on her retirement.

**TREASURER'S REPORT**

Steve Chudnick, Treasurer moved to accept the December 2019 Budget vs. Expenses Report. Deborah Magnan 2nd the motion which passed. Steve Chudnick moved to accept the December 2019 Report of Investments, Phillip Berg seconded the motion, which passed. The reports were filed for audit. The QuickBooks reports: 2020 Budget, July through December; Balance Sheet Previous Year Comparison; Operating Expenses; and Statement of Operations with Prior Year Comparisons were reviewed.

**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 reported that the Committee was working on changes to the By-Laws

Treasurer Steve Chudnick's presented a written report for the Finance Committee.

Jennifer Podolsky, Chair of the Personnel Committee presented a written report. Jennifer Podlowski moved to hire Bradbury Miller associates to execute the Executive Director search for a flat fee of \$25,000 as outlined in their proposal. Phillip Berg seconded the motion, which passed.

Steve Chudnick moved to look into reserves to get the \$25,000 for the search team. Ricardo Pino the motion which passed.

LLNJ Delivery Task Force chair, Phillip Berg reported that the Task Force is still gathering data and once verified it will be analyzed.

## **CORRESPONDENCE**

No correspondence

## **PUBLIC COMMENT**

There were no public comments.

## **UNFINISHED BUSINESS**

Juliet Machie, Interim Executive Director presented amendments to the FY20 Executive Board meeting calendar that was approved by the Executive Board on July 18, 2019 and amended on 1/16/2020. Following discussion, the addition of meeting locations for February – May, 2020 was approved.

Bonnie Lafazan moved to contribute \$150.00 to the New Jersey Library Association in Kathy Schalk–Greenes name. Steve Chudnick seconded the motion, which passed.

## **AGENDA ITEMS FOR NEXT MEETING**

Report on plans for the relocation of the LLNJ office to Trenton.

The next Board meeting is scheduled on February 20, 2020, in person at Gloucester County Library-Mullica Hill starting at 2:30 pm.

## **ADJOURNMENT**

Ricardo Pino moved to adjourn the meeting. Steve Chudnick seconded the motion, which passed. The meeting was adjourned at 3:23 pm.

Respectfully submitted,

Deborah Magnan  
Secretary