

EXECUTIVE BOARD MEETING

Thursday, November 19, 2020, 2:30 PM
Zoom

MINUTES

EXECUTIVE BOARD

Present

Phillip Berg
Ralph Bingham
Chris Carbone
Kathy Dempsey
Kimberly Flanagan-Bouchard
Corey Fleming
Allan Kleiman
Bonnie Lafazan
Deborah Magnan
Laurie Matassa
Ricardo Pino
Will Porter
Irene Sterling

Absent

Jennifer Podolsky
Jennie Pu

Also Attending

Juliet Machie, Interim Executive Director
Susanne Sacchetti, Executive Director
Kathleen Moeller-Peiffer, Deputy State Librarian, New Jersey State Library
Carol Fishwick, LibraryLinkNJ

CALL TO ORDER

The meeting was called to order at 2:35 p.m. by Executive Board President Bonnie Lafazan, who announced that the meeting was in compliance with the Open Public Meetings Act.

APPROVAL OF MINUTES

The October 17, 2020 minutes were tabled until the December Executive Board meeting.

PRESIDENTS REPORT

No Report

TREASURER'S REPORT

Treasurer Ricardo Pino presented and moved for the October 2020 Operating Expenses Report to be accepted. Corey Fleming seconded the motion, which passed. Treasurer Ricardo Pino presented and moved for the October 2020 Budget vs. Expense Report to be accepted. Corey Fleming seconded the motion, which passed. Treasurer Ricardo Pino presented and moved for the October 2020 Investment Report to be accepted. Laurie Matassa seconded the motion, which passed. The reports were filed for audit. The QuickBooks reports: 2021 Budget, Balance Sheet with Previous Year Comparison and Statement of Operations with Prior Year Comparison, were reviewed.

REPORT OF THE EXECUTIVE DIRECTOR

Executive Director Susanne Sacchetti presented a written report.

REPORT OF THE STATE LIBRARY

New Jersey State Library presented a written report.

COMMITTEE REPORTS

- o Bylaws Committee - Deborah Magnan presented a written report. Irene Sterling moved to approve the new committee members. Chris Carbone seconded the motion, which passed.
- o Delivery Task Force - Phillip Berg reported that the Delivery Task Force will continue to meet monthly, The Task Force will be working with the delivery consultant and also working on the RFP.
- o Finance Committee – The Finance Committee prepared an outline of the draft budget for Fiscal Year 2021. Ricardo Pino moved the FY2021 budget. Allan Kleiman seconded the motion, which passed.
- o Fund Development – The Fund Development Committee presented a written report. Ricardo moved to adopt the description of the Fund Development Committee Charge. Bonnie Lafazan seconded the motion, which passed.
- o Membership Committee - Corey Fleming presented FY21 Membership Committee Roster. Ricardo Pino moved to approve the membership roster. Ralph Bingham seconded the motion, which passed. A membership for Belmar Public Library was presented. Ricardo Pino moved the application for approval. The application was approved.
- o Strategic Planning Committee – Chairman Allan Kleiman presented a written report. Allan Kleiman moved to present a one year operations plan to the membership. Ralph Bingham seconded the motion, which passed.
- o TOPCATS – Ralph Bingham reported that the Top Cats met to discuss possible community activities. Another survey was suggested to determine possible assistance for librarians working from home.
- o Personnel Committee - No Report

CORRESPONDENCE

- There was no correspondence.

NEW AND UNFINISHED BUSINESS

- Membership Meeting – December 9, 2020 at 1:00pm

Agenda Items for Next Meeting

ADJOURNMENT

Ricardo Pino moved to adjourn the meeting. Bonnie Lafazan seconded the motion, which passed. The meeting was adjourned at 3:39 p.m.

Respectfully submitted by
Ralph Bingham, Secretary