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Ralph S. Bingham III, Executive Director

EXECUTIVE BOARD MEETING MINUTES

October, 20, 2022, 2:30 PM - In-Person & via Zoom

LLNJ Office, 2300 Stuyvesant Avenue, Trenton, NJ 08618

EXECUTIVE BOARD

Present

Phillip Berg (via Zoom)
Chris Carbone
Ranjna Das
Kathy Dempsey (via Zoom)
John Foglia (via Zoom)
Janina Kaldan (via Zoom)
Allan Kleiman (via Zoom)
Bonnie Lafazan (via Zoom)
Laurie Matassa
Jennifer Podolsky (via Zoom)
Will Porter
Jennie Pu (via Zoom)
Joan Serpico

Absent

Corey Fleming
Vickie Volyn

Also Attending

Ralph Bingham, Executive Director, LibraryLinkNJ
Carol Fishwick, LibraryLinkNJ (Minutes Taker)
Michele Stricker, Deputy State Librarian (via Zoom)
Dave Costa, LNRB Representative (via Zoom)

CALL TO ORDER

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

APPROVAL OF MINUTES

Secretary Kathy Dempsey presented the August 18, 2022 Executive Board Meeting Minutes. Bonnie Lafazan moved to accept the minutes. John Foglia seconded the motion, which passed.

Secretary Kathy Dempsey presented the September 15, 2022 Executive Board minutes. The Minutes were approved by unanimous consent.

TREASURER'S REPORT

Treasurer Will Porter presented the September 2022 Operating Expenses/Bill List Report to be accepted. The Operating Expenses/Bill List Report was approved by unanimous consent.

Chris Carbone moved to authorize the payment for the August T-Force bill in the amount of \$113,683.17 not listed on the September 2022 Operating Expenses/Bill List Report. Ranjna Das seconded the motion, which passed.

Treasurer Will Porter presented the September 2022 Budget vs. Expense Report to be accepted. The Budget vs. Expense Report was approved by unanimous consent.

Treasurer Will Porter presented the September 2022 Investment Report to be accepted. The Investment Report was approved by unanimous consent.

The QuickBooks reports: 2023 Budget, Balance Sheet with Prior Year Comparison, and Statement of Operations with Prior Year Comparison, were reviewed.

EXECUTIVE DIRECTOR'S REPORT

Executive Director Ralph Bingham presented a written report.

STATE LIBRARIAN'S REPORT

The State Library presented a written report.

COMMITTEE REPORTS

- Bylaws Committee - Committee Co-Chair Joan Serpico, reported that the committee met on October 12, 2023. The committee discussed Article 3, Section 4. They are also charged with better defining what a member "in good standing" is, and what exactly constitutes a "branch."
- Finance Committee - The Committee is going to be working on finance manual.
- Fund Development Committee - No Report
- Membership Committee - No Report
- Nominations Committee - The Committee will present a candidate to fill a vacant seat on the Library Network Review Board most recently held by John Foglia.
- Personnel Committee – The Committee is working on Executive Director Ralph Bingham's review. They are also reviewing changes to the Personnel Manual.
- Planning Committee - The committee met and reviewed the first draft of the FY23-25 Strategic Plan Activity Plan that will be presented at the November Executive Board Meeting. If approved, it will be presented at the Membership Meeting in December.
- Resource Sharing Committee - Committee Chair Ranjna Das reported that the delivery contract was discussed, thinking ahead for the next contract. The committee is researching logistics consultants with the goal of engaging one to evaluate the statewide delivery system.

CORRESPONDENCE AND PUBLIC COMMENTS

An email was received from Ewa Dziejdzic-Elliott, President of the New Jersey Association of School Librarians, regarding the book challenge that Hamilton Township School District is facing.

UNFINISHED BUSINESS

No unfinished business

NEW BUSINESS

Will Porter moved to amend the motion approved at the September 15, 2022 Executive Board meeting approving the transfer of an amount from the Fund Balance not to exceed \$110,000 to offset the difference for the remainder of the **fiscal** year. Ranjna Das seconded the motion, which passed.

Laurie Matassa, Chair of the Nominating Committee, reported that the Committee recommends Muhammad Hassan, Executive Director of the Nancy Thompson Learning Library, Kean University, to finish John Foglia's two-year term on the Library Network Review Board ending on December 31, 2023. The Executive Board approved the nomination.

ADJOURNMENT

Phillip Berg moved to adjourn the meeting. John Foglia seconded the motion, which passed. The meeting was adjourned at 3:10 pm.

Respectfully submitted by
Kathy Dempsey, Secretary