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THE NEW JERSEY LIBRARY COOPERATIVE

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Ralph S. Bingham III, Executive Director

## **EXECUTIVE BOARD MEETING MINUTES**

**October 17, 2024, 2:30 PM via Zoom**

### **EXECUTIVE BOARD**

#### **Present**

Mary Fran Daley  
Ranjna Das  
Laura Giacobbe  
John Foglia  
Allan Kleiman  
Luca Manna  
Joan Serpico  
Michelle Sutton-Kerchner

#### **Absent**

Amy Behr-Shields  
Helen-Ann Brown Epstein  
Corey Fleming  
Irene Langlois  
Vickie Volyn

#### **Also Attending**

Ralph Bingham, Executive Director, LibraryLinkNJ  
Carol Fishwick, Minute Taker

### **CALL TO ORDER**

The meeting was called to order at 2:32 p.m. by Joan Serpico, Board President, who announced that the meeting was in compliance with the Open Public Meetings Act.

### **APPROVAL OF MINUTES**

Board Secretary Laura Giacobbe presented the September 19, 2024, Executive Board Meeting Minutes, which were approved by unanimous consent.

### **TREASURER'S REPORT**

Board Treasurer Mary Fran Daley presented the following reports to be accepted:

- September 14, 2024 - October 10, 2024, Check Detail Report
- September 2024 Operating Expenses/Bill List Report
- September 2024 Budget vs. Expense Report
- September 2024 Investment Report

All of the above reports were approved by unanimous consent.

The QuickBooks reports: FY 2025 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.

## **COMMITTEE REPORTS**

- Bylaws Committee – Committee Chair Laura Giacobbe reported that the committee did not meet.
- Finance Committee – No Report
- Fund Development Committee - No Report
- Membership Committee - No Report
- Nominating Committee - No Report
- Personnel Committee - Committee Chair Joan Serpico reported that the committee met to review the committee tasks.
- Planning Committee – Ralph Bingham reported that the committee met to discuss extending the current Strategic Plan through FY2026.
- Resource Sharing Committee – Committee Co-Chair Ranjna Das reported that the committee met to review the draft delivery RFP. The RFP will be sent to the attorney for review at the end of the month. The committee is also working on a pilot program to use U.S. Mail for libraries with low use.

## **CORRESPONDENCE AND PUBLIC COMMENTS**

No correspondence or public comment.

## **UNFINISHED BUSINESS**

No unfinished business

## **NEW BUSINESS**

Shannon Kish (Member-at-Large) and Carina Gonzalez (School Library Representative) have both resigned from the Executive Board. The Nominating Committee will work on filling the vacancies.

Due to the resignations and the difficulty in scheduling committee meeting times this year, Joan Serpico and Ralph Bingham proposed to reduce the number of committee meetings by combining some committees as follows:

- Finance/Fund Development
- Membership/Planning
- Nominating/Reorganization (Giacobbe)

Ranjna Das moved to approve the proposal to combine committees. Luca Manna seconded the motion which passed.

## **ADJOURNMENT**

Michelle Sutton-Kerchner moved to adjourn the meeting. John Foglia seconded the motion which passed. The meeting was adjourned at 3:01 pm.

Respectfully submitted by

Laura Giacobbe  
Secretary