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THE NEW JERSEY LIBRARY COOPERATIVE

librarylinknj.org

MOVING FORWARD TOGETHER

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Ralph S. Bingham III, Executive Director

EXECUTIVE BOARD MEETING MINUTES

September 15, 2022, 2:30 PM via Zoom

EXECUTIVE BOARD

Present

Ranjna Das
John Foglia
Janina Kaldan
Allan Kleiman
Bonnie Lafazan
Laurie Matassa
Jennifer Podolsky
Will Porter
Jennie Pu
Joan Serpico
Vickie Volyn

Absent

Phillip Berg
Chris Carbone
Kathy Dempsey
Corey Fleming

Also Attending

Ralph Bingham, Executive Director, LibraryLinkNJ
Carol Fishwick, LibraryLinkNJ (Minutes Taker)
Michele Stricker, Deputy State Librarian
David Costa, LNRB Representative, Sparta Public Library

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

The minutes of the August 18 meeting will be presented at the October 20, 2022 Executive Board Meeting.

TREASURER'S REPORT

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

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

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

The QuickBooks reports: FY2023 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

No Report

COMMITTEE REPORTS

- Bylaws Committee - Committee Co-Chair Joan Serpico, reported that the committee will have their first meeting on October 12, 2022.
- Resource Sharing Committee - Executive Director Ralph Bingham thanked the Board for renaming the Delivery Task Force and making it a standing committee. The committee, co-chaired by Ranjna Das (Burlington County Library System) and Luca Manna (PALS Plus), will meet next on October 4, 2022. The committee will focus on making the delivery RFP more attractive to future vendors and creating an RFQ for a logistics consultant.
- Finance Committee - No Report
- Fund Development Committee - No Report
- Membership Committee - No Report
- Nominations Committee - No Report
- Personnel Committee – Executive Director Ralph Bingham reported the committee is reviewing the Employee Handbook. The administrative operation manager's posting has over 60 responses.
- Planning Committee - No Report

CORRESPONDENCE AND PUBLIC COMMENTS

No correspondence or public comment

UNFINISHED BUSINESS

No unfinished business

NEW BUSINESS

Will Porter moved to accept the terms of the amendment to the delivery contract with TForce Logistics and to transfer an amount from the Fund Balance not to exceed \$110,000 to offset the difference for the remainder of the calendar year. Ranjana Das seconded the motion, which passed.

ADJOURNMENT

Will Porter moved to adjourn the meeting. Vickie Volyn seconded the motion, which passed. The meeting was adjourned at 3:07 pm.

Respectfully submitted by
Ralph Bingham
Executive Director