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MOVING FORWARD TOGETHER

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Ralph S. Bingham III, Executive Director

EXECUTIVE BOARD MEETING MINUTES

September 19, 2024, 2:30 PM via Zoom

EXECUTIVE BOARD

Present

Amy Behr-Shields
Helen-Ann Brown Epstein
Ranjna Das
Laura Giacobbe
Corey Fleming
John Foglia
Shannon Kish
Allan Kleiman
Irene Langlois
Luca Manna
Joan Serpico
Michelle Sutton-Kerchner
Vickie Volyn

Absent

Mary Fran Daley
Carina Gonzalez

Also Attending

Ralph Bingham, Executive Director, LibraryLinkNJ
Jennifer Bruno, LibraryLinkNJ (Minutes Taker)

CALL TO ORDER

The meeting was called to order at 2:31 p.m. by Joan Serpico, President, who announced that the meeting was in compliance with the Open Public Meetings Act.

APPROVAL OF MINUTES

Board Secretary Laura Giacobbe presented the August 15, 2024, Executive Board Meeting Minutes, which were approved by unanimous consent.

TREASURER'S REPORT

Assistant Treasurer Corey Fleming presented the following reports to be accepted:

- August 12, 2024 - September 13, 2024, Check Detail Report
- August 2024 Operating Expenses/Bill List Report
- August 2024 Budget vs. Expense Report
- August 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 met for a short introductory meeting.
- Finance Committee – No Report
- Fund Development Committee - No Report
- Membership Committee - Committee Chair Irene Langlois reported that the committee will have their first meeting on October 2 at 3:00 pm.
- Nominating Committee - No Report
- Personnel Committee - Committee Co-Chair Joan Serpico reported that the committee will meet on September 19 at 3:00 pm.
- Planning Committee - Committee Chair Irene Langlois reported that the committee will have their first meeting on September 26 at 3:00 pm.
- Resource Sharing Committee - Committee Co-Chair Luca Manna reported that the committee met to review the delivery RFP.

CORRESPONDENCE AND PUBLIC COMMENTS

Mary Martin of Wanaque Public Library sent a thank you note for transitioning our announcements forum to a Google Group mailing list.

UNFINISHED BUSINESS

No unfinished business

NEW BUSINESS

Amy Behr-Shields moved to approve the job description for the Communications and Outreach Assistant. Luca Mana seconded the motion, which passed.

Executive Director Ralph Bingham presented the FY25-26 Member Engagement Plan.

Michelle Sutton-Kerchner suggested that the slide carousel on the LibraryLinkNJ website be slowed down.

ADJOURNMENT

Helen-Ann Brown Epstein moved to adjourn the meeting. Luca Manna seconded the motion which passed. The meeting was adjourned at 3:07 pm.

Respectfully submitted by

Laura Giacobbe
Secretary