



NJLA Executive Board Meeting
April 20, 2021, 10:00 a.m.
via Zoom

Minutes

Call to Order – Jen Schureman Brenner, President

The President calls the meeting to order at 10:00 a.m.

Present: Karen Cerra, Danielle Cesena, Leslin Charles, Pham Condello, Corey Fleming, Kate Jagers, Juliet Mache, Adriana Mamay, Laverne Mann, Samantha McCoy, Eileen Palmer, Will Porter, Jen Schureman Brenner, Selwa Shamy, Jessica Trujillo, Leah Wagner, John Wallace, Kerry Weinstein

Guests: Jen Nelson, Patricia Pavlak, Mary Stubbs

Absent: Allan Kleiman

Adoption of Agenda – Jen Schureman Brenner, President

Corey Fleming motioned, John Wallace seconded and the motion passes

Minutes of the March 16, 2021 Executive Board Meeting – Selwa Shamy, Secretary

Accepted without changes

Financial Report – Samantha McCoy, Treasurer

- PP Loan application to have the debt forgiven is submitted. Received a letter from TD Bank that they have approved and forwarded the application.
- Budget and Finance committees met to discuss the budget. We need to have expectations of our members and committees going forward to make NJLA a financial success. We cannot rely on the conference to carry NJLA financially.
 - Annual appeal & membership
 - Rough draft and will revise next month
- Working with the Investments Committee, Phil Berg has accepted the appointment of Chair to cover a vacancy until the end of this term. Have been organizing, discussion of how much is needed for scholarships, will hopefully have an outline by May.
- Juliet has organized the office, painting has been done, new computers are being purchased, the office will be done by July 1.
- Bills have been moved to Juliet's NJLA credit card.
- Motion to accept the financial reports by Will Porter, second by Corey Fleming and passes.

Reports within NJLA

Jen Schureman Brenner, President

- Working with the Conference Committee to roll out the platform. Attended a mock

conference, and it looks interesting and engaging.

- Keeping an eye on Vineland situation and attended several meetings.

Juliet Machie, Executive Director - [Full report](#)

- PPP Loan - Moving along with PPP Forgiveness, the application was submitted on April 14 and on April 16 TD Bank notified us that our application has cleared the bank's review. The application has been forwarded to the SBA for forgiveness of the full amount.
- Budget Advocacy - Completed 20 virtual legislative visits since the beginning of February, all focusing on the FY22 budget. They have all agreed to sign on to the PCSA and Library Network Aid Bill. Both bills have been introduced in the Senate and Assembly.
- Budget Hearings - March 22 attended the Assembly Budget Hearing and submitted a written testimony for the Senate Budget Hearing on March 23.
- Build America's Libraries Act - At ALA's request, sent 14 letters to NJ's congressional delegation requesting support for the legislation. Donald Payne (D.10) signed on to the bill and received five other follow-up responses.
- Vaccine Advocacy - Library workers were moved up on vaccine priority due to the NJLA advocacy efforts.
- National Library Week - email received a significant number of acknowledgements from members.
- ARPA Funding Request - a proposal was submitted to State Librarian Jen Nelson for consideration. The Economic Recovery Task Force proposal, the Scholarship Committee proposal, lending connectivity and virtual communication stations, and professional development.
- Asian American and Pacific Islander statement. Feedback is that the statement is not enough, NJLA needs to do more. A program was sponsored by LibraryLinkNJ on the history of discrimination and violence toward Asian American and Pacific Islander.
- The Town Hall Meeting was very well received, got positive feedback, 150 people attended. The Conference Committee did a good job fielding questions.
- Summer Reading Program - Received a check for \$28,800 for FY22 Summer Reading program from the NJ State Library, which is 90% of the total grant amount of \$32,000. The remaining amount will be paid out later.
- Building Resilience Proposal - Conversations with LibraryLinkNJ to find a way to document and communicate through a published article or report that represents NJ libraries' response to and emergence from the pandemic.
- Library Alliance - Jen Brenner and Juliet spoke about restarting the Library Alliance efforts and the issue of resource allocation and equity in the distribution of library resources in the state. There are questions about the distribution of construction money.

Eileen Palmer, ALA Councilor - [Full report](#)

- ReRemember Fund - ALA is on the same track as NJLA creating a fund for members.
- \$1.25 Million Emergency Fund for Libraries Impacted by COVID-19 - The ALA COVID Library Relief Fund introduced a fund for libraries. There will be a session on how to fill

out the application, requested funds should be between \$30,000-50,000 increments. Academic Libraries are going through a very serious financial time with significant layoffs

- ALA American Rescue Plan Act Guide - ALA has created a very good guide to the ARPA. It shows where all the money is throughout the legislation.
- ALA reorganization talks continue. They are in the process to create resolutions that conform to the proposals introduced over the last few years.

Board Subcommittee Reports

- ByLaws - Kate Jagers - A message must be distributed to membership in advance of the conference so a vote to accept bylaws changes can be made at the Business meeting.

New Business

1. Employee Relations Committee - Leah Wagner, Chair

Executive Director's 3-Month Review was conducted. There is a three month review of accomplishments from Juliet in the Board's packet. Leah said that Juliet should be commended for all the work she has done and how she has brought us together.

2. Reorganization Task Force - Jessica Trujillo

- a. Had a few meetings lately. Broke things down in useful increments. Focus on making sure members know the benefit of NJLA, the return on investment needs to be clear.
- b. It is difficult to run an organization with mostly volunteers.
- c. How to join needs to be more accessible.
- d. Set up an FAQ on the NJLA website, information members will need to know.
 - i. Kate Jagers started the FAQ on who to contact in different scenarios.
 - ii. Perhaps create a ticketing system with forms that will go to the right people.
 - iii. Create a Google Calendar to add meetings with information on how to join the meeting.
- e. NJLA office is limited with staff, Juliet needs to focus on the higher level things, not MemberClicks, for example. There needs to be a staff person in the office to keep things flowing.
- f. Keeping knowledge and making it easily accessible. The History & Preservation team has been tapped to help create a system to retain the organizational knowledge. Because there is so much turnover we often start from scratch because knowledge is not accessible.
- g. Priority to review with sections so they have a plan to keep it sustainable, continuity between leadership changes. Kate and Jessica are looking at separating initial training between committees and sections because they need different information. Everyone across the board needs to have the information they need to be successful. Having additional training for committee or section leaders is needed, this could help convince home libraries to allow participation in

NJLA leadership.

- h. Ongoing things - partnering with other library groups. Juliet has already done a fantastic job with this. Statewide best practices can be developed across organizations.
 - i. Next step is to meet with the task force as a big group and then form a smaller task force for knowledge retention.
3. Laverne Mann reports that **SAIL** (South Jersey Alliance of Independent Libraries) is a new consortium emerging between Camden and Burlington County libraries.

4. Nominations & Elections - Leah Wagner

Section elections are ongoing. A recommendation will be made for the nominations committee soon. One challenge with section elections has been that CUS has ACRL members and they are not in the NJLA pool so cannot use MemberClicks.

Old Business

Conference Update - Pham Condello

1. Last day for registration is June 3 in the evening.
2. Some people were expecting less fees.
 - a. Decreased by 25% but still need to cover costs.
 - b. Hardship pricing: one person said they could not pay anything because they have been furloughed, Sam McCoy and Jen Schureman Brenner will work on this.
 - c. The Co-chair of Exhibitor and Sponsorship team stepped down, a new person stepped up. There are already a lot of sponsors and the exhibitors are also being organized.
 - d. Thanks to those who sent gift cards for gamification. Have Arizona Iced Tea stuff for giveaways, a tattoo artist donated up to \$600, books, tote bags.
 - e. Working on promotional video highlighting reasons to attend.
 - f. Will send a letter to directors encouraging them to allow staff to attend.
 - g. Adriana Mamay asked that the registration deadline be posted to the website. Will have two months after the conference to view sessions.
 - h. Keynotes:
 - i. June 3 - Marieke Nijkamp & Alice Wong, Nijkamp is the #1 New York Times bestselling author of "This Is Where It Ends," "Before I Let Go," and "Even If We Break," the editor of "Unbroken: 13 stories starring disabled teens, and writer of The Oracle Code." Alice Wong (she/her) is a disabled activist, media maker, and consultant. She is the Founder and Director of the Disability Visibility Project.
 - ii. June 4 - Korin Williams, Chief Executive Officer and co-founder of Kronicle Media, developed and produced last year's "MERRY LITTLE CHRISTMAS," which was Lifetime's highest rated Christmas movie of the season and the network's most socially buzzed about movie of all time.
 - i. The link for the conference will not open until 1-2 weeks prior to the conference, You only get sent the link until you are marked paid. Some municipalities will not

pay until after the conference takes place. Pham was not aware of this, she will take care of it.

Partnering organizations

1. NJ State Library - Jen Nelson, NJ State Librarian - [Full report](#)

- a. The Library Construction Bond Act is moving forward, posted Q&A, also posted in NJSL Direct.
- b. ARPA Funds - IMLS priorities for spending have gotten great suggestions and now need to determine what is doable within the time frame.
- c. CARES Funds Mini-Grant - got 95 requests for over \$900,000, \$165,000 is available.
- d. Office of New Americans - want to work with libraries and help them to know how to work with immigration communities. Information sessions for libraries are forthcoming.
- e. Attended the ACRL CUS meeting.

2. NJASL - Mary Moyer Stubbs

- a. Picked up another sponsor for the Information Literacy bill - Anthony Bucco.
- b. Participated in the Governor's Town Hall, school libraries were mentioned. Not sure what the governor understands about libraries, shared some information with Juliet and Jen. Have a follow up meeting scheduled with the governor's office to talk about school libraries.
- c. Juliet wrote letters of support for West Orange and Chatham. There was a ton of support for reinstating librarians at a meeting in West Orange.
- d. April is School Library Month, NJASL president Beth Thomas made some comments, cuts were addressed. Reporter from Politico NJ posted an article about the cuts to school libraries.
- e. NJ School Performance Report Cards just came out. The number of students to school librarians is growing. There is an increased loss in school librarians.
- f. The State Board of Education accepts public testimony at their meetings. They are normally reserved for specific topics but May is an open topic. A letter can be sent to them to support school librarians and strengthen administrative code so school districts cannot cut those positions easily.

3. NJLTA - Patricia Pavlak

- a. Will participate in the NJLA conference with a virtual booth and will send to members to encourage attendance.
- b. Fielding questions and doing library board trainings.
- c. Monthly trustee check-ins with NJSL to ask questions, let your trustees know.

Action Plan for Next Meeting - Next NJLA Executive Board meeting: Tuesday, May 18, 2021, 10:00 a.m. on Zoom

Good of the Order

Vineland - Independent group has purchased two closed school buildings where they want to establish a children's library and youth programming area. The same lawyer representing the library is also representing the buyer. They are still trying to move forward with a civil service layoff plan. Cumberland County Library has reached out but there has been no response.

Eileen - [A letter was written by ACRL-NJ leadership](#) about the Association of College and Research Libraries' national conference addressing the high registration costs. Many people were not able to attend because the cost was prohibitive. In response, ACRL-NJ surveyed their membership about the impact the pandemic has had on their professional development budgets and jobs. Many people have been furloughed and many departments do not have funds for professional development.

Will Porter motions to adjourn and Corey Fleming seconds at 11:10 a.m.

Respectfully submitted by Selwa Shamy