



NJLA Executive Board Meeting
February 15, 2022, 3:00 p.m.
Zoom

DMinutes

Attendance:

Jen Schureman Brenner, Danielle Cesena, Corey Fleming, Carina Gonzalez, Kate Jagers, Juliet Machie, Adriana Mamay, Laverne Mann, Samantha McCoy, Allen McGinley, Keisha Miller, Eileen Palmer, Joy Robinson, Selwa Shamy, Jessica Trujillo, John Wallace

Guests: Alicia Gough, Darby Malvey, Gabrielle Clark, Indya Kellman, James Keebler, Jen Nelson, Kimberly Paone, Ralph Bingham, Will Porter

1. Call to Order – Kate Jagers, President

Meeting called to order at 3:00 p.m.

2. Adoption of Agenda – Kate Jagers, President

3. Adoption of Meeting Minutes:

a. January 18, 2022, Executive Board Meeting - Selwa Shamy, Secretary

With no corrections, the minutes are accepted.

4. Welcome to NJ Libraries – Terry B. Hill – Director, Jersey City Free Library

5. Financial Report – Samantha McCoy, Treasurer

a. The donation is still in the checking account, it will eventually be transferred.

b. The store will most likely make more money than expected.

c. Motion to approve the bills by Jen Shureman Brenner, Danielle Cesena seconds and the motion passes.

6. Presentation – NJLA's Investment Portfolio – Indya Kellman, Lakeland Bank

7. Reports:

a. Kate Jagers, President

i. Archives Task Force and Task Force to determine how to handle the Dag bequest will meet later this week.

ii. Information is being shared about the benefits of the enhanced institutional membership.

iii. There is a full slate of legislative visits and so far they are going very well.

iv. Spectrum Scholarship work is in progress, thanks to Rutgers University, LibraryLinkNJ (LLNJ) and NJ State Library (NJSL) for their support on this

initiative.

- v. Kate, Jessica Trujillo, and Juliet Mache are meeting with LLNJ monthly - exploring ways to tighten partnership.
- vi. Kate was invited to be part of the MentorNJ Leadership Team.
- vii. Look at the liaison report for a look into work going on in committees and sections.
- viii. Initial responses for the mid-year leadership survey are coming in.
- ix. Provides a recommendation of Board Appointment to fill Kerry Weinstein's Seat - Laverne Mann moves to have Will Porter fill the member-at-large seat vacated by Kerry Weinstein. Jen Brenner seconds and the motion passes.

b. Juliet Machie, Executive Director - [Full Report](#)

- i. Interview with NJ Spotlight News about equity, diversity, and inclusion (EDI) and the Construction Bond Grants.
- ii. Budget Advocacy - very busy. Grateful to everyone who participates in the visits as well as the legislators who have supported library's over the years. Juliet has asked supportive legislators about available ARPA funds that could benefit libraries. Three to four visits so far this year and more scheduled this week.
 - 1. The Public Policy team is being very helpful.
- iii. Audit Update - FY21 audit is progressing. Sam McCoy, Abby and Juliet are looking for requested documents.
- iv. Partnerships - EDI collaboration with NJLS and LLNJ - Town Hall scheduled for February 24.
 - 1. WRNJ interview about EDI initiatives.
- v. Donations -
 - 1. \$50,000 from EBSCO for EDI operations and initiatives. The donation is specifically for NJLA. They are also offering to support NJLA, including the conference.
 - 2. Sesame Street Music CD donation from Bob Graph. It will be received at the Talking Book and Braille Center (TBBC). The Youth Services Division of NJSL will manage the disbursement of the CDs. Thanks to Adam Szczepaniak at TBBC and Jen Nelson.
 - 3. LLNJ will be supportive with the distribution of the CDs.
- vi. Access Navigator Report - Gabie Clark submitted a report. One navigator resigned and another needs to be hired.
- vii. Thanks to the board on behalf of Karen Cerra and Juliet for the care and concern regarding family losses.

c. Eileen Palmer, ALA Councilor - [Full Report](#)

- i. Coretta Scott King Book Awards - there are more than 10 committees under this umbrella. They are now a round table, this will encourage more people to participate and will help expose how much work the committees does.
- ii. Staff Organizations and Library Support Staff Interest Round Tables were

dissolved to create one round table called Library Support Staff Round Table.

- iii. Reorganization Discussion - Still no conclusion, a meeting is scheduled. for March and Eileen is hopeful there will be a vote.

8. New Business

a. Employee Relations – Approval of an Access Navigator Position

- i. Gabie Clark said Richard Peppin seems like a great candidate. Salary would be \$25 per hour and up to 28 hours per week. The funding is available in the Access Navigator's budget. Will be replacing Abigail Irina. The motion passes with Jen Brenner abstaining.

b. Slate of Officers – Nominations & Elections Subcommittee - Jen Brenner

- i. Full slate with candidates for every position. The process took a long time with conversations with many people.
- ii. Proposals will be introduced next month to streamline the election process and interpreting results.
- iii. The slate of candidates is approved.
- iv. Elections begin by March 1, using the platform Election Runner.
- v. Section elections will be organized next.

c. Strategic Planning Committee - Jessica Trujillo

- i. A plan was developed to give us time to fully implement a good strategic plan. It expires at the end of June but more time is needed.

ii. FY23 Operations Plan

1. To make sure we are doing all the work that is in place. Alysa Valenti is working on a quick visual report card of the strategic plan.
2. Timeline was created to assure milestones are being met.
3. Data will be reviewed to see what may be missing and a plan to acquire that data.
4. Key stakeholder list will be created. A survey will inform the questions asked of this group.
5. There will be a six month checkin to hold the task force accountable.
6. Next meeting is March 2.
7. An operations plan to carry us for a year from the expiration date of the Strategic Plan needs to be approved by the board.
8. Juliet Mache said if there are budget implications the plan needs to be approved by March.
9. Jessica will share a Google Doc with the board so comments can be included before the March meeting.

d. Conference Committee Update

- i. Exhibitor and sponsor registration is open, \$22,000 has already been collected. Verbal commitment for a \$10,000 level sponsor and others.
- ii. Working with the NJLA office, thanks to them for making this happen.
- iii. A welcome packet to exhibitors will go out by the end of the month.

- iv. COVID-19 protocols are being finalized so they can be added to the website.
- v. Reviewing proposals to make a decision about vaccine tracking services at conferences.
- vi. The schedule is almost finalized and general registration will hopefully open before the end of February.

9. Old Business

10. Partnering organizations

a. NJSL - Jen Nelson

b. LibraryLinkNJ - Darby Malvey

- i. LLNJ welcomed a new part-time staff member, Programming & Outreach Specialist.
- ii. The strategic planning process has begun. A consultant was hired.
- iii. Thanks to NJLA for upcoming programs, Mid-Career series starting in March, also Snapshot Month Celebration similar to last year, closer to the end of April.
- iv. Intellectual Freedom Meetups - March 10 will be hosted by Sharon Rawlins.
- v. Super Library Supervisor training registration opened yesterday and it is almost halfway full.

c. NJASL - Darby Malvey - [Full Report](#)

- i. The Rapid Regional Response Team has been meeting. Members are Judith Pissano, Cathay DeCampi, Lindsey Hintelman, Amy Penwell, and Darby Malvey. The team is looking for help from the central or northern part of the state. Those interested can email advocacy@njasl.org.
 - 1. Public library directors will be asked to disseminate information to staff and the public.
- ii. N. Hunterdon and Voorhees challenges - all books have been retained. Martha Hickson was slandered and not defended by her school board. There is a request for letters to support Martha.
 - 1. Link in report with details and a sample letter. Letters need to be submitted by February 22.
- iii. Public Policy Updates - teacher shortages are getting worse. Media Specialist positions have been difficult to fill.
- iv. Mary Moyer is working with NJEA on the Information Literacy bill.
- v. The Dept. of Education Media Specialist liaison has left and she has not been replaced. NJASL is pushing for a replacement.

d. NJLTA - Pat Pavlak

- i. Started membership drive for the year, encourage your trustees to enroll.
- ii. New Director Training - running a workshop on how to work with trustees.
- iii. Two training sessions next week for new library trustees but any trustee is welcome to attend. All workshops are free and registration can be done on the website.

- iv. Concerned about book challenges, not as much of an issue in public libraries but still a concern. Working with NJLA and NJSL to put a workshop together for trustees on how to react when there is a book challenge. Some trustees have been contacted and threatened by lawsuits. Need to equip trustees with the information they need if they face challenges.

11. Calendar - Executive Board Meeting - March 15, 2022, 3 p.m. - Zoom

12. Good of the Order

13. Adjourn - The meeting adjourns at 4:35p.m.

Respectfully submitted by Selwa Shamy