



**NJLA Executive Board Meeting**  
**July 20, 2021, 10:00 a.m.**  
South Orange Public Library

## **MINUTES**

**Attendance:** Karen Cerra, Danielle Cesena, Pham Condello, Corey Fleming, Carina Gonzalez, Kate Jagers, Juliet Mache, Adriana Mamay, Laverne Mann, Samantha McCoy, Allen McGinley, Keisha Miller, Eileen Palmer, Joy Robinson, Jen Schureman Brenner, Selwa Shamy, Jessica Trujillo, John Wallace, Kerry Weinstein

**Guests:** Betty Turock, James Keebler, Ralph Bingham, Michele Stricker, Mary Stubbs

### **Absent:**

#### **1. Call to Order – Kate Jagers, President**

The president calls the meeting to order at 10:09 a.m.

#### **2. Adoption of Agenda – Kate Jagers, President**

Eileen Palmer makes the motion, John Wallace seconds and the motion passes.

#### **3. Introductions - Getting to know our Board Members**

#### **4. Minutes of the June 15, 2021 Executive Board Meeting – Selwa Shamy, Secretary**

There is no opposition so the minutes are accepted.

#### **5. Financial Report – Samantha McCoy, Treasurer**

- a. Kudos to the Conference Committee, the finances from the conference are impressive in a pandemic year.
- b. Membership dues were strong, the PPP loan was helpful and finances are stable.
- c. During her tenure as president, Jen Schureman Brenner used the money in a meaningful and thoughtful way.
- d. Thanks to James Keebler for heading the Finance committee, he is very knowledgeable.
- e. Juliet Mache said minimal bills are coming in, we are still collecting for the conference. The down payment for Harrah's is due in October, but Juliet will double check.
- f. Karen Cerra wrote that the outstanding Conference individual registration is \$11,375. Paid individual conference registrations are \$18,260.
- g. Corey Fleming moved to approve the bill list and Jen Schureman Brenner seconds and the motion passes.

#### **6. Reports:**

- a. **Kate Jagers, President**

- i. Thanks to Jen Schureman Brenner for a challenging two years as president. We are in a really good place to keep NJLA moving forward.
- ii. A warm welcome to our new board members!
- iii. Sections and committees are meeting and people are excited and energized to get things done.
- iv. Two sessions of Leadership Orientation were held in June, one for committee leadership and the other for section leaders. There may only have been one committee or section that was not represented so the attendance was excellent.
  - 1. Kate Jagers intends to make sure leadership has the tools and access needed to support the organizations.
- v. Executive Board subcommittees have also been assigned.
- vi. The Executive Board used to have liaisons to sections and committees and it fell by the wayside. There was never any explanation of what the liaisons were supposed to do and no followup. Kate presently assigned liaisons.
  - 1. Expectations are to attend as many meetings as possible, provide them with a brief report from the board, and share a brief description of what the committee/section is working on for a compiled report to the board. This communication will allow Kate to know if assistance is needed.
- vii. Working on many great initiatives this year.

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

- i. The Governor's budget was signed on June 29, libraries received a \$1 million increase in per capita state aid.
  - 1. Library Network Aid bill (LNAB) and Per Capita State Aid (PCSA) were asked for but only one could be advocated for this cycle.
  - 2. The LNAB and PCSA were both cut in 2009 and this is the first time an increase was received. Many thanks to the NJLA's advocacy team, the Public Policy Committee, and prior members of the Public Policy Committee, this increase is many years in the making.
- ii. Access Navigators Program (ANP) - Juliet finalized a contract with the NJ State Library and presented about the ANP and the Plainfield Public Library model. The creation of an Access Navigator Task Force needs to be approved at this meeting then positions can be posted. A press release is included in the board packet.
- iii. National advocacy - Senator Menendez signed on as a co-sponsor of the Build America's Libraries Act. Senator Booker had previously signed on. Hopefully this will be included in the Global Infrastructure legislation
- iv. Leadership Orientation held on June 23 was very successful. Thanks to Kate Jagers, Kerry Weinstein, James Keebler, Jessica Trujillo, and Leah Wagner for presenting.
- v. Visit to Ocean County Library on July 8, five branches in one day. Staff did presentations for Juliet. Thanks to the OCL director, Susan Quinn and

the staff who met with Juliet. If you want Juliet to see your library let her know.

- vi. Met with LibraryLinkNJ's new director, Ralph Bingham on July 9. Ralph, myself and Jen Nelson will be meeting on July 21 to begin discussions about restarting the conversations that framed the Library Alliance.
- vii. NY Library Association visit on July 6 with Executive Director Jeremy Johannesen. Juliet gained insights about institutional memberships.
- viii. Eileen Palmer suggested NJLA write to Congressman Frank Pallone to thank him for supporting the allocation of funds for the Perth Amboy Public Library and to ask him to support infrastructure through the Build America's Libraries Act.

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

- i. The Forward Together Resolutions Working Group's report was divided into six sections: Core Values, Round Tables, Council, Committees, Executive Board and Assemblies.
  - 1. The report focuses on specific actions taken by Council and reports of special interest to NJLA members.
  - 2. The Forward Together Resolutions Group were only given three months to get things done so the group asked for more time which was denied.
  - 3. Council voted to approve the resolution related to Core Values and deferred Round Table resolutions to Council II, which passed. The remaining resolutions were deemed not yet ready to be debated by general consensus; incoming president Patty Wong will create a new group that will take this process to the next level.
  - 4. A council body is necessary to debate policy. Elimination of chapter representation would mean only a couple of people reporting chapters.
  - 5. Betty Turock was very helpful in advising Eileen.
- ii. A resolution was passed to achieve carbon neutrality for ALA conferences. Eileen suggested that the NJLA board look at ways to achieve carbon neutrality for future conferences.
- iii. During Council III memorial and tribute resolutions were approved, which included the resolution to honor NJLA's Penny Brome.
- iv. The Committee on Professional Ethics proposed the addition of a ninth principle to the ALA Code of Professional Ethics addressing the importance of social and racial justice as a professional value. Council unanimously voted to adopt the ninth principle with no changes.
- v. Resolution on Greater Transparency in the Library of Congress Subject Headings Revision Process and the Resolution on Replacing the Library of Congress Subject Heading Illegal Aliens Without Further Delay, which would replace the term with with "undocumented immigrants." Both resolutions were unsuccessful, partly due to some statements asserting that Council should not be seen as dictating what the Library of Congress

should do and such resolutions could trigger punitive action by Congress.

**d. NJ State Librarian - Jen Nelson (Michele Stricker) - [Full Report](#)**

- i. American Rescue Plan Act grant (ARPA) deadline is July 30. The ARPA grant has \$1.8 million for a mini grant of \$5000-\$25,000 for public libraries and \$25,001 - \$100,000 for larger grants. The funds are earmarked with a specific focus, read the details of the application carefully.
- ii. NJSL + Partner Literacy Project, applications to be a Hub or Spoke library is due on August 15. These two pilot projects on literacy have been funded at \$1.2 million -- the Access Navigator initiative and the Literacy Lab of Plainfield Public Library -- \$630,000 is available to set up regional hub libraries. Smaller grants, up to \$25,000 for spoke libraries and other funds for the hubs. The hubs feed into the digital certification program. Requirements involved are spelled out in the grant that just opened yesterday. July 28 will be an information session. Webinar will cover the grant application. Libraries can apply to be a hub or spoke but only one will be designated.
  1. Building capacity of public libraries to offer these types of services. One year program but hopefully the funding will set public libraries up on continuing this literacy work.
  2. Get the word out about these grant opportunities.

**e. ~~Board Subcommittee Reports~~**

**7. Partnering organizations**

**a. LibraryLinkNJ - Ralph Bingham**

- i. The Delivery Task Force is working on the final draft of the RFP, it will be sent to the State Library later this week. It will be issued in September with a possible renewed contract next year.
- ii. Information Equity Conference in October, partnering with NJLA and other organizations.
- iii. NJASL conference in September - a couple of proposals are being submitted. LibraryLinkNJ: More than You Know and Get By with a Little Help from MentorNJ.
- iv. Working to improve communications. The two part-time staff, Darby and Theresa, are doing an excellent job.
- v. mentorNJ had meetups on different topics this past year, those will continue and grow.
- vi. TOPCATS is paused right now. Work will continue in the fall. Need to find new leadership since Ralph was chairing the committee.
- vii. Super Library supervisor training, a virtual series in the fall and another one in the spring.
- viii. Skillsharing Conversations will continue.
- ix. Ready For Anything Mini Grant program, funds from EBSCO. Announcing this in the next week or so. It is meant to assist with giving libraries the resources to prepare for the next big thing. It could be tech, training, etc. to

kickstart those types of projects.

**b. NJASL - Mary Moyer Stubbs - Full Report**

- i. NJ Spotlight Opt Ed by Beth Thomas, how school libraries can help students recover from their pandemic year. Get the word out to stakeholders.
- ii. Held a legislative meeting on Friday, picked up two new sponsors for the bills. Thanks to NJLA's Public Policy committee for help with these bills. Have bipartisan support.
- iii. The new president, Lisa Straubinger, will be taking her leadership role at the August board meeting.

**c. NJLTA - Pat Pavlak** wants to announce there is an Open Public Meetings law workshop on Oct. 28 at 7 p.m., information is on the NJLTA website.

**d. Rutgers - no report**

**8. Old Business**

**a. FY22 Executive Board Meeting Dates**

- i. Locations for in person meetings are in the board packet so the board can plan. Members are encouraged to attend meetings

**9. New Business**

**a. FY22 Task Forces - Action Item - [Document](#)**

- i. It is proposed to renew the Reorganization Task Force with Leah Wagner remaining as chair.
- ii. Three new task forces:
  1. Access Services - Dave Hansen of BCCLS
  2. Archives and Records Retention - Deb Schiff from TSNJ as chair. It is meant to establish processes for moving forward with records retention and providing recommendations for archives.
  3. Strategic Plan Task Force - Jessica Trujillo chair
- iii. Jen Schureman Brenner made a comment asking that task force members be from each region of NJ, not just one person from an area but not covering all the regions in that area.
- iv. Jen also asked what happened to the diversity, equity and inclusion task force that Tanya Garcia proposed during her tenure as president. People were never assigned to the task force. Kate Jagers said the work of diversity and inclusion should be part of everything NJLA does and is perpetually ongoing.
  1. Carina Gonzalez pointed out that there is a Diversity & Outreach section who is focusing on equity, diversity, and inclusion. Jen said the task force was meant to work in tandem with D&O, bringing forth what the section was working on to the entire organization.
  2. Kat Jagers said the recommendation may be to establish a task force or committee overseeing EDI work.
  3. Juliet Mache and Jen Schureman Brenner are meeting with

LibraryLinkNJ to discuss developing an assessment tool to use for each library or association to evaluate themselves on EDI. How do we equip all of us to do the work needed?

- v. Eileen Palmer moves to accept these new task forces and Samantha McCoy seconds, all in favor and the resolution passes.

**b. Spectrum Scholarship - [Full Report](#)**

- i. John Wallace, chair of scholarship subcommittee. Chance to address racial equity in a tangible way. The ask is for NJLA to annually support a Spectrum Scholarship (\$20,000 to cover two years of two scholarships, funds coming from the Access Navigator grant.
- ii. EDI recruitment and retention training would be part of the plan.
- iii. Annually support the spectrum scholarship with a dedicated budget line of \$8500.
- iv. Scholars will get \$5000 for tuition, leadership institute, access to networking with former scholarship recipients.
- v. Recruitment and retention statement from the report.
- vi. Pair benefits from ALA with NJLA specific support.
  - 1. 2 year NJLA membership and conference registration, poster session, internship program, complimentary NJLA Emerging Leaders Program, and organizational mentoring with NJLA and specifically with the Library Workers of Color section.
- vii. Seeking additional support from other NJ library organizations, library vendors, consortia, county libraries, state library institutions, and NJLA member-driven fundraising to broaden the vision and scope of the program and increase its sustainability long term.
- viii. Thanks to Betty Turock, James Keehler, Juliet Mache, Kate Jagers.
- ix. Betty Turock wants NJ to be an alpha site for the Spectrum scholarship. ALA is prepared to raise money and, through the state library associations, distribute scholarships.
- x. Separate the funding source as one vote, the second part is \$20,000 for two years and \$8500 starting in FY23 and subsequent years.
  - 1. Eileen proposed voting on having the Finance and Scholarship committees create a proposal to make this our sole scholarship focus.
  - 2. James Keehler would eventually like to talk to Rutgers to support the scholarship to add funds because it costs more than \$5000 to get a degree.
- xi. Joy Robinson asked, what kind of support can we encourage libraries who employ scholarship recipients to give people to attend class and be successful in attaining a library degree.
- xii. Jessica Trujillo brought up influencing library leaders to be more supportive of library workers of color.
- xiii. Keisha Miller pointed out that library school leaders need to be included in these discussions.
- xiv. If this passes, Betty Turock and her husband, past Dean of Rutgers

library school, will meet with the present Dean to advocate they support the scholarship.

- xv. John Wallace put the motion forth on behalf of the Scholarship Committee to pass the proposal, and Jen Schureman Brenner seconds and the motion passes.
- xvi. A new motion is being suggested
- xvii. Proposal to charge the Finance and Scholarship committees to see how funds can be dedicated to the Spectrum Scholarship, Eileen Palmer moves and Keisha Miller seconds.

**c. Amended FY22 Budget**

- i. Samantha met with Kate, James, and Juliet to discuss the NJLA store. The thought in April is that the store would not be active. \$5000 was put in the budget for the store at that point. The storage unit costs \$250 monthly. Things have changed significantly since then, shows have been booked at conferences and libraries and the amount is not enough to support the store.
  - 1. The assumption is that income will be \$10,000, the allocation would be \$12,500. In the end, the organization will pick up \$2500 of the cost.
  - 2. Eileen Palmer and Jen Schureman Brenner gave feedback that a loss of \$2500 should not be part of the budget.
  - 3. Eileen moved that the income line should be changed to \$12,500 and Jen seconds. Samantha accepted the motion. Motion to accept the adjustment to the budget with the additional amendment passes.

**10. Calendar**

- a. **Executive Board Meeting - August 17, 2021 - Zoom**

**11. Good of the Order**

- a. Thanks to Keisha Miller for hosting and Betty Turock for attending.

- 12. Adjourn** - Kate Jaggars makes a motion to adjourn at 12:58 p.m. and Allen McGinley seconds and the motion passes

*Respectfully submitted by Selwa Shamy*