



NJLA Executive Board Meeting
October 19, 2021, 10:00 a.m.
Zoom

Minutes

Attendance: Daniela Cesena, Corey Fleming, Carina Gonzalez, Kate Jagers, Juliet Mache, Adriana Mamay, Laverne Mann, Samantha McCoy, Allen McGinley, Keisha Miller, Joy Robinson, Jen Schureman Brenner, Selwa Shamy, Jessica Trujillo, John Wallace, Kerry Weinstein

Guests: Doug Baldwin, Ralph Bingham, Beth Cacowski, Gabrielle (Gabe) Clark, Alicia Gough, Josh Greene, Darby Malvey, Tierney Miller, Jen Nelson, Kimberly Paone, Will Porter.

Absent: Pham Condello

1. Call to Order – Kate Jagers, President

- a. Meeting called to order at 10:10 a.m.

2. Adoption of Agenda – Kate Jagers, President

- a. The agenda is adapted with no changes.

3. Adoption of Meeting Minutes:

- a. **September 21, 2021, Executive Board Meeting**
- b. **September 29, 2021, Special Executive Board Meeting**
– Selwa Shamy, Secretary

Motion to accept updated minutes and special meeting minutes by Eileen Palmer and seconded by Jen Schureman Brenner and the motion passes.

4. Financial Report – Samantha McCoy, Treasurer

- a. Fundraising Committee will mail out its Annual Appeal letter in November
- b. Bookstore made \$3,124.75 at the Collingswood Book Festival

5. Reports:

a. Kate Jagers, President

- i. Liaison report was added to the board packet.
- ii. Congratulations to the NJLA store for making over \$3000 at the Collingswood Book Festival. The store will be at the NJASL conference and have their regular store in Monroe in December.
- iii. Scholarships - seeing how Spectrum Scholarship works within our other scholarships.
- iv. The Internship Program has been started again and is in a good place.
- v. Strategic Planning - at the beginning stages, information gathering, Jessica Trujillo is leading this process.
- vi. Juliet Mache, Linda Hoffman, Peter Coyl, Sarah Lester, Mary Moyer and

Kate Jagers attended an ALA Legislative Summit, the issue was intellectual freedom.

- vii. Member Services Committee will be working with the office to get better reporting as far as finances and participation numbers.
- viii. Eileen asked about the 66 sponsored memberships available and how NJLA will reach the potential new members to take these scholarships. Kate reported that the final logistics are almost in place to promote to new and renewing members.

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

- i. Advocacy - Juliet attended Governor Murphy's Ida Town Hall Meeting - the topic was how businesses and individuals affected can tap into the resources. Senator Mendendez introduced legislation to provide aid to NJ.
- ii. Information Session for ARPA funds was on Sept. 29 - written testimony submitted is included in the full report. Juliet asked what else NJ libraries can do to amplify our voice to access funding from ARPA funds and followed up by sending an email. Emails will be sent to NJLA members, it needs to be targeted to generate the desired response. We need to frame it so we are strongly considered when distributing the over \$10 billion available.
- iii. The Governor's Office hosted an information session for library directors on September 30. The event was set up with Dr. Cornavaca and feedback suggests the information shared was useful.
- iv. ALA Legislative Summit on October 16 - good use of time to attend. The resources introduced at the Summit included a link to the Legislation and Policy Tool Kit. The focus was on the growing number of challenges to library materials.
- v. Two new NJLA employees: Gabrielle (Gabie) Clark, new Program Coordinator for Access Navigators program. Alicia Gough is the new part time web and media specialist.
- vi. Access Navigator Update - Nine of the libraries approved at the Sept. 29 special meeting have signed on. The nine libraries are: Elizabeth Public, Keyport Public, Long Branch Free Public, North Bergen Free Public, Pennsauken Free Public, Wanaque Public, Warren County, West Deptford Free Public, and Wharton Public.
 - 1. Nov 10 is kickoff at Monroe Township
 - 2. Training will continue through the week
 - 3. The NJ State Library Partners + Pilot One Program was kicked off on October 14 at the Plainfield Public Library. Gabie Clark and Juliet were there and learned some things that will be included in the kick off on Nov. 10.
- vii. Thanks to the Access Navigator Task Force! What is next? Now that the program is ready to launch will start to talk about how to sustain the program, funding sources to tap into so the lifespan is beyond a one year

- period.
- viii. EDI partnership will continue. Feedback was read and will be taken into account for the next steps.
 - ix. Laverne Mann asked how the libraries affected by Ida are doing.
 - 1. Some libraries like Caldwell and Springfield were not able to reopen, others have.

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

- i. Candidates for ALA election have been announced. Elizabeth Fried, Library Director at Norwood Public Library is running for Councilor at Large, Eileen asked that we support our local librarian. Great slate of candidates for president and treasurer.
- ii. Registration is open for [LibLearnX](#), it takes place virtually from January 21-24, 2022.
- iii. Disaster Status of Libraries - ALA has a Disaster Relief Fund. Looking for ways for people to help the libraries in NJ. Eileen was asked if there was a way to designate that you want your donation to be spent in NJ -- not yet but working toward it. There is a [link](#) in Eileen's report to the Disaster Relief Fund.
- iv. American Rescue Plan: Humanities Grants for Libraries - ALA will distribute \$2 million in funding from the National Endowment for Humanities to help anchor libraries as strong humanities institutions. The emphasis is reaching libraries in historically underserved and/or rural communities. The deadline for submission is December 2, 2021.
- v. Council has not met since the last NJLA Executive Board meeting.
- vi. Allen McGinley asked if the ALA Disaster Relief Fund is a good model for NJLA? Eileen said that funds were raised for Superstorm Sandy for this purpose in NJLA many years ago and that ALA could be a model. We need to decide if we want to go full tilt to what ALA is doing or create our own. Kate Jagers said there is precedent but no process for this. There have been some conversations about what the process would be going forward so when the emergency happens we are already set up to provide assistance. The NJ State Library offered grants as well as ALA and this time there were other options to apply for funds.

d. Board Subcommittee Reports

6. New Business

a. Institutional Memberships--Action Item -- [Report](#)

- i. Leah Wagner, Will Porter, Kimberly Paone, Eileen Palmer and Allen McGinley worked on this proposal.
- ii. NJLA individual memberships are flat right now and reduced from where they used to be, this is a national trend.
- iii. It is not sustainable to keep the burden on individual members. Library organizations actually benefit the most from NJLA and this new model will

allow for a more inclusive environment. This proposal is the best way to meet those goals.

- iv. Looked at other state orgs, NYLA, VLA.
- v. Enhanced Institutional Membership gives institutions the option to join NJLA at an increased rate for increased benefits, which includes individual membership for all employees of the organization.
- vi. It will improve long term funds, make NJLA membership more diverse and inclusive by removing financial barriers. It will also help library organizations achieve advocacy goals.
- vii. Individuals who benefit from their institutional membership will hopefully help with the annual appeal since they do not have to pay out of pocket for membership. It could also encourage library workers who are not librarians to become more active in the organization.
- viii. How will institutional membership be defined? A public library with branches would be one institution, not much was discussed about college and university libraries. The models that are out there need to be examined.
- ix. Will this negatively affect NJALA membership? NJLA needs to have open communication with them.
- x. The operating budget of libraries was used to determine the formula. Used annual operating budget as a metric. Will also evaluate other metrics that could also be useful.
- xi. The model will work for the majority of our institutional members, this is considered a starting point and will need to be expanded to include more complex situations.
- xii. Danielle Cesena asked if staffing will be taken into consideration. Some libraries have many staff and a lower operating budget, and some have the reverse. This is not a consideration. This could be financially beneficial for some libraries as well as NJLA. Increasing income as well as active members.
- xiii. Goals:
 - 1. To make institutional membership useful.
 - 2. To make more money.
 - 3. Increase membership participation broadly.
- xiv. Jen Schureman Brenner made the suggestion to make a tool kit for directors to make a pitch to their boards.
- xv. The motion was made by the Finance Committee, no second needed. The vote was unanimous and the motion passes.

b. Nominations & Elections Committee - Jen Schureman Brenner

- i. Had a meeting, petition forms will go out on November 1. Developed a Google Doc with a list of people who will be contacted as well.

c. NJLA's Vehicle Lease

- i. The car is used by the Executive Director. The lease began September 27, 2018 for a three year lease. The car has not been driven recently and only has 20,000 miles.

- ii. The options are:
 - 1. Return the vehicle in December when the lease expires and lease a new one. \$6000 up front fees then the monthly payments.
 - 2. Purchase the vehicle for \$10,096.
 - 3. Extend the lease for one more year, this can be done at the current leased terms but can only extend once. Annual cost of the lease is \$228 per month.
- iii. A discussion ensued about the options.
 - 1. Samantha McCoy said the inventory for cars is very low and it is difficult to buy a car right now. What will the lease look like next year if it is extended?
 - 2. Eileen Palmer asked what Samantha thinks about buying the car, Samantha does not think it is a bad idea. The maintenance needs to be added to the budget -- it could last 3-5 more years.
 - 3. Juliet thinks that because the car is low on mileage it would be a great investment to buy it. The car could be traded in when there is better inventory in several years.
 - 4. Laverne Mann suggested delaying the purchase and extending the lease one year, the other options may be more pricey.
 - 5. Selwa Shamy asked if we bought the car, where would the funds come from? Samantha said we are not sure, the budget is tight and she does not want to take money out of savings. She agreed with the option to lease one more year and buy next year.
 - 6. Kate Jagers calls for a motion to extend the existing lease for one more year. Samantha moves, and Selwa Shamy seconds. The motion passes unanimously.

d. Letter of Support -- N. Hunterdon High School Library

- i. At least two formal challenges, one for the book Lawn Boy and the other for the graphic novel Gender Queer. This is part of a larger nationwide issue. The target has been school districts but public libraries may have also been touched by this.
- ii. The school librarian is Martha Hickson, another challenge to Fun Home was unsuccessful in 2019. Martha has been awarded as an intellectual freedom champion. She has been in touch with NJASL and the ALA Office of Intellectual Freedom. Peter Coyl is the chair of Intellectual Freedom, he has been in touch with ALA. We need to be louder about these issues. The groups making these challenges are well funded and organized.
- iii. The next NHHS Board Meeting is October 26, this is where the statement will be read.
- iv. Darby Malvey said NJ passed an LGBTQ curriculum that is now being implemented in the schools. High schools are also teaching African-American history in a way that was excluded in the past. NJASL is looking at how to be prepared ahead of time if these challenges increase.
- v. Martha Hickson put together a [tool kit](#) for intellectual freedom challenges.

- It seems to be the same few books being challenged across the country.
- vi. Juliet Mache drafted a letter from NJLA to the school board. The issue is also about the treatment of the professionals who are vetted to make book purchase decisions.
 - vii. Other school districts that have had questions or challenges in NJ include West Berlin, Sparta, Wayne, and Glen Rock.
 - viii. Eileen Palmer and Darby commented that a campaign needs to be launched to make people aware this is happening. Some librarians may be facing school boards alone with no support. Darby also said going to these meetings is one of the more important things to be there to support the librarian. School boards are not supposed to be a political position but people have run with a very political agenda.
 - ix. Danielle Cesena said that there is a philosophy that parents should be in charge of collection development instead of librarians. There has to be appropriate language to address this trend. Darby said that parents expect schools to treat their children the way they are being raised.
 - x. Jen Nelson suggested reaching out to teacher associations and the state organization for superintendents.
 - xi. NJASL will be at the NJEA convention in a couple of weeks -- they have a relationship with the public schools and parent-teacher associations.
 - xii. Eileen suggested visiting the website for [No Left Turn](#) to see an outline of the strategy being used nationwide to generate these challenges.
 - xiii. John Wallace suggested supporting librarians running for school board positions throughout the state explicitly supporting intellectual freedom positions.
 - xiv. School board meeting - NJASL is going, Kate Jagers is attending. The public comment portion is a way to speak on behalf of intellectual freedom and library professionals.
 - xv. Jen Schureman Brenner made a motion to approve the letter signed by Juliet and Kate. Danielle Cesena seconds and the motion passes unanimously.

7. Old Business

a. Access Navigator Libraries

- i. Three more libraries from the application pool can be served if one more access navigator is hired.
- ii. The grant funds can accommodate navigators working up to 24 hours per week to serve 12 libraries. The recommendation is to approve hiring one more navigator to serve the three additional libraries in the application pool -- Butler, Montclair, and Princeton.
- iii. Jen Schureman Brenner said that there are some counties in South Jersey not being served. Many libraries in South Jersey don't have the staff and it is difficult to hire staff. Juliet Mache said we are working within the pool of applicants.
- iv. Jen said that the spokes are Cumberland County, Gloucester City and

Gloucester County and are at least an hour drive or 90 minute bus ride to get to the hub in Atlantic City. Cape May and other counties will not be served. Cumberland, and Cape May Counties are some of the poorest counties in the state and where people need these services.

- v. Each navigator will have three libraries assigned to them that are not spread out too much. Navigators will visit one library one day each week.
- vi. Gabie Clark said there will be better ways to market to the libraries not covered this time around.
- vii. Jen suggested asking for feedback from southern Cumberland and Cape May Counties on how to reach or serve them.
- viii. Jen Schureman Brenner made a motion to move forward with the next three recommended libraries and to hire an additional navigator within the limitations of the grant, and Allen McGinley seconds. Jessica Trujillo and Selwa Shamy abstain and the motion passes.

8. Partnering organizations

a. NJSL - Jen Nelson - Full Report

- i. Peggy Cadigan retired.
- ii. The Grants Manager resigned.
- iii. Vista members will do evaluations on the navigator project; they will try to hire locally, there is money attached but not a lot.
- iv. Five year plan starting early next year.
- v. Library Construction Bond Act - no news to share.
- vi. Jen Nelson will do a PLA session on Thursday at 1 p.m. on Digital Literacy. Free and recorded.
- vii. The Department of Labor is offering a \$150,000 two year grant. NJLA is not an eligible applicant but can try to get resources to South Jersey. An information session is coming up, an email went out to directors.

b. LibraryLinkNJ - Ralph Bingham

- i. The Membership Meeting is scheduled for the morning of December 14. John Chrastka from EveryLibrary will be presenting on "From Advocacy to Activism."
- ii. The TDelivery Task Force is preparing for the next LLNJ Delivery RFP and is gathering statistics via the Fortnight Count. Each week day for a two week period in October (10/18 - 10/29), all participants (a participant is defined as a stop on a delivery route) within the LLNJ statewide delivery network will be required to count both the individual number of items sent out into the statewide delivery system as well as the number of small or large packages full of items all going to the same delivery point.
- iii. Email suggestionbox@librarylinknj.org with feedback about LLNJ services and programs. Suggestions for new services and programs are welcome too.
- iv. Website backend upgrade was completed, thanks to everyone for their patience.
- v. MentorNJ - working on a new series of meetups on EDI topics. Webinar:

Beyond the Image of Diversity: How to Cultivate a Culture of Inclusion,
Nov. 5 at 11:30 a.m.

- vi. Sponsoring a series meetups for librarians of color, the first is the Asian/
Pacific Islander Meetup on November 1, 10 a.m.
- vii. A special meetup will take place on Supporting Intellectual Freedom
Fighters on November 10, 4 p.m.. This is in response to the trend of
groups and individuals attacking library materials and the library workers
purchasing, promoting, and defending them.
- viii. Relunched on demand subsidies, looking for up to \$500 for professional
development.
- ix. Ready for Anything mini grants - 29 applications for \$50,000 each, total of
\$118,000.

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

- i. Link where you can report book challenges is in the full report.
- ii. Thanks to NJLA, Juliet Machie and Kate Jagers for getting statements
out quickly, and for Kate going to the board meeting next week.
- iii. With the help of EveryLibrary, a School Board Candidate Survey was sent
to people running to see where they stand on school library issues in
order to hold them accountable while they are running and if they get
elected. More than 350 responses.
- iv. Working with CUS/ACRL on a virtual orientation to academic libraries for
high school students on October 27 and 29.
- v. The NJASL Conference will be held in-person at the Hard Rock Casino in
Atlantic City, December 5-7.
- vi. The next NJASL Board Meeting is Nov. 13 at 9 a.m.. Let Darby know if
you want anything brought up to the board by emailing njla@njasl.org.

d. NJLTA - Pat Pavlak - no report

9. Calendar

- a. **NJLM Conference -- November 16-18, 2021** (NJ League of Municipalities)
- b. **Executive Board Meeting - November 23, 2021, 3 p.m. - Zoom** Due to
attending the NJLM conference the board meeting was moved one week later.
 - i. The intention behind diversifying the time is to include people who are
unable to consistently attend morning meetings. We've never tried to offer
afternoon meetings consistently beyond a single term.

10. Good of the Order

11. Adjourn

- a. Adriana Mamay makes a motion to adjourn and Jen Schureman Brenner
seconds, the meeting adjourns at 12:48 p.m.

Respectfully submitted by Selwa Shamy