



**NJLA Executive Board Meeting**  
**November 23, 2021, 3:00 p.m.**  
Zoom

**Minutes**

**Attendance:** Daniela Cesena, Carina Gonzalez, Kate Jagers, Juliet Mache, Adriana Mamay, Laverne Mann, Samantha McCoy, Keisha Miller, Eileen Palmer, Joy Robinson, Jen Schureman Brenner, Selwa Shamy, Jessica Trujillo, John Wallace

**Guests:** Amy Babcock, Ralph Bingham, Gabie Clark, Cathy DeCampli, Alicia Gough, Darby Malvey, Lorraine Ruiz, Eric Schwarz, Darlene Swistock, Hilary Westgate

**Absent:** Pham Condello, Corey Fleming, Allen McGinley, Kerry Weinstein

- 1. Call to Order – Kate Jagers, President**
  - a. Meeting called to order at 3:02 p.m.
- 2. Adoption of Agenda – Kate Jagers, President**
- 3. Adoption of Meeting Minutes:**
  - a. October 19, 2021, Executive Board Meeting - Selwa Shamy, Secretary**
    - i. The minutes were accepted with no changes.
- 4. Approval of Amendments to the FY22 Budget - Samantha McCoy, Treasurer**
  - a. Cash in the bank is enough to carry the budget for the rest of the year, the current budget will not draw from the investment account.
  - b. The audit has not been completed, so the source of income was dropped from \$301,765.91 to \$275,000.
  - c. Administrators' fees for two grants are reflected in the revised budget.
  - d. Line items for Summer Reading and Access Navigator have been added for accounting purposes.
  - e. The Scholarships line was transferred from restricted funds.
  - f. Storage - need item line to charge these expenses (\$233 monthly).
  - g. New item: Trade shows & exhibits \$8000. There was no accommodation for trade shows in the budget. The League of Municipalities trade show could end up being \$3500.
  - h. Eileen mentioned there is \$15,000 in the intellectual freedom endowment fund.
  - i. A comment is made to include the Board Budget Committee in these conversations prior to bringing amendment requests to the full Board.
  - j. Samantha McCoy makes a motion to move forward with the proposed changes to the budget, Selwa Shamy seconds, Jen Schureman Brenner opposes and the motion passes.

## 5. Financial Report – Samantha McCoy, Treasurer

- a. Jen Schureman Brenner makes a motion to approve the bill list and Eileen Palmer seconds and the motion passes.

## 6. Reports:

### a. Kate Jagers, President

- i. Member Communications is working with the Reorganization Task Force and NJLA office to make improvements, particularly among leadership
- ii. Thanks to Alicia Gough for the redesign of the NJLA News Alert
- iii. Adriana Mamay and Kate Jagers attended the N. Hunterdon School Board meeting. Thanks to Adriana Mamay for reading NJLA's statement.
- iv. NJLA provided a letter of support for Fort Lee Public Library Board of Trustees regarding holding a program that was opposed by some members of the public.
- v. The Access Navigator Program had an introduction session at Monroe Public Library; congratulations to Gabie Clark for how well things are moving along.
- vi. The League of Municipalities conference went well. Bill Logues from Data Axel shared a booth with NJLA. Thanks to the Public Policy Committee.
- vii. Kerry Weinstein, Chair of the Board Organizational Subcommittee, has reached out to membership to determine if there is interest in revitalizing the NJLA Technology Section. Encourage those who may be interested in participating in this section to advocate for it.
- viii. Intellectual freedom issues will persist at our meetings.
- ix. Liaison reports are in the board packet.

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

#### i. Advocacy

1. November 5 - presented the first draft of the 2022 legislative agenda/priorities for NJLA to the Public Policy committee for review with an elevated focus on State Aid.
2. Strategy is being framed on how to equip library directors to develop and grow power relationships with their communities. There will be a program for directors for early '22.
3. Conversations to grow strategies for ARPA funds from the state of NJ. Submitted two letters to share how libraries can benefit from the funds. There is \$10 million available.

#### ii. Learned T. (Dag) Bulman Gift

1. \$300,000 was bequeathed to NJLA, it is 15% of his estate. The person who was the executor of his estate passed away and his wife stepped into the role. Juliet and Kate will send a thank you letter to acknowledge receipt of the funds.

#### iii. NJLA at NJ League of Municipalities Conference 2021

1. Made a strong case for our Per Capita State Aid and showcased NJ libraries as vital community resources and partners. Partners at Data Axle donated three Chromebooks for a drawing. Juliet

thanked Kate Jagers, Linda Hoffman, Sarah Lester, Jen Brenner, Danielle Cesena, Dave Hanson, Steve Hrubes, Laverne Mann, Tierney Miller, Jeanne Marie Ryan and Data Axle's Bill Loges.

**iv. Access Navigator Program**

1. Press release was issued on November 22.
2. Hosted an all day onboarding program for two of the new navigators on November 1 at the NJLA office. Dave Hanson, Eileen Palmer, Andrea Levandowski and Mimi Lee presented.
3. Reposted navigator positions because several libraries are looking for bilingual navigators.
4. Kickoff event for participating libraries was held on November 10 at the Monroe Public Library.
5. Thanks to Kate Jagers, Gabie Clark, and the Task Force members.

**v. Partnerships**

1. NJSL and LLNJ - goal is to have a document focused on EDI to approve at the December meeting. Revisions were made to the statement of intent based on feedback from the board.
  2. Juliet, Jen Nelson, and Ralph Bingham will propose the creation of a Programs Committee to organize work to be done with program funds.
  3. Dec. 2 there will be a conversation on intellectual freedom with NJSL, LLNJ, NJASL, and the Intellectual Freedom Committee. Let Juliet know if you know anyone else who has done work in this area who can inform the conversation. Support organizations are all doing similar work but there needs to be better communication so there is a clear place for people to go if they need information. What are we already doing, where are the gaps? Hopefully, processes will be outlined based on the type of organization.
- vi. Juliet and Kate will attend the NJASL Annual Conference in Atlantic City on December 5-7. The NJLA Store will also be in attendance.

**c. Eileen Palmer, ALA Councilor**

- i. A lot of push for LibLearnX.
- ii. It is possible to register for PLA with a purchase order.
- iii. ALA has various tool kits and resources focused on intellectual freedom. There has been an 80% increase in intellectual freedom challenges. The ALA Office of Intellectual Freedom does one-on-one consulting.

**d. Board Subcommittee Reports - none**

**7. New Business**

**a. Learned T. (Dag) Bulman Gift - Finance Committee**

- i. NJLA passed a resolution to honor Dag Bulman when he passed away in January 2020.
- ii. There are notes on how to potentially make use of the funds.
- iii. A Resolution Honoring Learned T. (Dag) Bulman - the motion will allow for

minor corrections and for Juliet Mache to send an acknowledgement letter, Selwa Shamy makes the motion, Danielle Cesena seconds and the motion passes.

**b. 2022 Salary Guide Recommendation from PAC - [Full Report](#)**

- i. There was no guide for 2021.
- ii. Increases in the past have been based on a 2% annual increase and the consumer price index.
- iii. The increases are based on NJ teacher salaries, average monthly changes in the Consumer Price Index, monthly changes in Personal Consumption Expenditures Minus Food and Energy, and social security annual cost-of-living adjustment.
- iv. Increases based on two year averages.
- v. Jen Schuremen Brenner mentioned the document should specify the salaries are for public libraries. Geographical differences are not taken into account.
- vi. Eileen Palmer suggested posting this as a draft and asking for feedback from the NJ library community.
- vii. Kate Jagers said we can come up with a plan to attach to the guide acknowledging that changes need to be made next time.
- viii. Jessica Trujillo suggested including a cost of living calculator along with the salary recommendations.
- ix. Juliet Mache suggested voting on the salary recommendations and to not include it on the job hotline for one year. In order to get paid what we are worth, there needs to be a guide to compare against.
- x. John Wallace suggested including the guide but eliminating the two tiered system on the job hotline.
- xi. John Wallace makes a motion to accept the salary guide contingent upon it no longer being tied to Job Hotline postings in a two tiered system, with the ability to add additional language to the statement about how geography can affect recommendations. Joy Robinson seconds, Jen Brenner opposes and the motion passes.

**c. NJASL Statement on Censorship** - due to no quorum, this will be placed on the December agenda.

**d. Public and School Library Fact Sheet** - due to no quorum, this will be placed on the December agenda.

**8. Old Business** - none

**9. Partnering organizations**

**a. NJSL - Jen Nelson - [Full Report](#)**

**b. LibraryLinkNJ - Ralph Bingham**

- i. Thanks to Juliet Mache and NJLA for sponsoring John Chrastka from EveryLibrary as a speaker at the LLNJ Membership Meeting on December 14.
- ii. Signed delivery contract amendment, RFP will go out at the end of

December pending board approval.

- iii. Will be at NJASL Conference.
- iv. The newsletter has more information on what is going on at LLNJ.

**c. NJASL - Darby Malvey**

- i. No report.

**d. NJLTA - Pat Pavlak**

- i. Partnered with NJSL for monthly trustee check-in with the topic of going fine free, there were almost 100 participants.
- ii. Working on trustee training for OPRA and book challenges.

**10. Calendar**

- a. Executive Board Meeting - December 21, 2021, 10 a.m. - Zoom**

**11. Good of the Order**

**12. Adjourn**

- a. Joy Robinson makes a motion to adjourn, Eileen Palmer seconds and the meeting adjourns at 5:10 p.m.

*Respectfully submitted by Selwa Shamy*