



**NJLA Executive Board Meeting**  
**March 21, 2023**  
Zoom

Members in Attendance: Ally Blumenfeld, Danielle Cesena, Corey Fleming, Lynnette Fucci, Carina Gonzalez, Kate Jagers, Allan M. Kleiman, Adriana Mamay, Laverne Mann, Judith Pissano, Joy Robinson, Selwa Shamy, Jessica Trujillo, John Wallace, Executive Director Brett Bonfield

Guests: Joyce Valenza, Heather Kristian, Tony Joachim, Darby Malvey, Jen Nelson, Heather Kristian, Ralph Bingham, Patricia Pavlak, Jeff Cupo, Cynthia Czesak, Eileen Palmer, Karen Cerra, Alicia Gough

**1. Call to Order – Jessica Trujillo, President**

The meeting was called to order at 10:05am.

**2. Adoption of Agenda – Jessica Trujillo, President**

**3. Welcome & Introductions**

Welcome Brett Bonfield as NJLA's new Executive Director! All introduced themselves, and Brett shares some of his vision and priorities for NJLA, including getting to know the membership, supporting the Conference, and addressing strategic planning. Brett offers his appreciation to Cindy, Eileen, Karen, and Alicia.

**4. Adoption of Meeting Minutes**

With the correction of minor typos, Kate Jagers moves to accept the minutes and Carina Gonzalez seconds. Motion passes.

**5. Financial Reports – Allan Kleiman, Treasurer**

- Jessica Trujillo, Eileen Palmer, and Brett Bonfield had a review last week with Abby Lundy, NJLA business manager. They normally meet a week before the EB meeting to go over the financial reports, which are all available in the board packet. The summary sheet shows us a good net asset at this point. Money will be withdrawn to go to the Raymond James account as approved by the board last month.
- The reports include money received this fiscal year for the Access Navigators initiative as reimbursement for money spent for the program last year. The P&L summary shows the operating income is over expenses. Clarification on the status of the program and funding will be sorted out for the next year's budget.
- Membership dues are strong this year (so far from February) at 40% of the total revenue. We do not yet have conference expenses/revenue. The budget is 100K for conference

expenses and 200K for revenue.

- If you look at NJLA, a big percentage of expenses/revenues goes to giving scholarships - not a bad thing, just pointing out how we help to grow the profession. Hopefully we can find more revenue sources for scholarships for those entering the profession. Brett noted that NJLA is certainly in a good fiscal position for this.

## 6. Reports

### a. Jessica Trujillo, President

- Met with NJALA to discuss how the NJLA EIM changes the future of the organization and the membership. Do we support library assistants? Is NJALA interested in partnering with NJLA in a more formal way? NJALA has fostered a space for library assistants over decades and we want to support them the best way we can. Heather Kristian is NJALA's liaison to NJLA.
- NJLA can show the value of EIM to all members - to serve everyone, not just librarians. NJLA is being intentional about meeting the needs of all constituents. EIM Numbers are much bigger than we imagined - fantastic - but this increase forces NJLA to meet these new needs.

### b. Cindy Czesak & Eileen Palmer, Interim Executive Directors

- It's been a wonderful experience to spend time with Brett, and they are grateful that he freely gave his time to meet with Cindy, Eileen, and NJLA staff even before his official start date.
- It was a useful process to prepare some onboarding materials. Helps to review what Cindy and Eileen accomplished, and what is still being worked out (like TIAA Cref). Hats off to Cindy and Eileen for putting out the fires and giving the best possible start for the new Executive Director.

### c. Laverne Mann, ALA Councilor

- The ALA election is open until April 5th. Two presidential candidates and 63 candidates for 3-year term for Member at Large.
- The Fund libraries companion under deadline for the House.
- "Dear appropriator" letters did not do as well in NJ.
- There will be a Chapter leaders forum at ALA Annual.
- Announcements for an upcoming webinar and a grant opportunity.
- Certificate programs for non-MLIS library workers - ALA APA Certification program for library assistants: Eileen shared <https://ala-apa.org/lssc/>

## 7. Old Business

- a. **NJLTA/NJLA MOU**: In the existing agreement, the NJ Library Trustees Association pays NJLA a monthly fee for website hosting and updating among other administrative tasks, such as traveling to the post office and collecting dues. NJLTA is now paying a staff person for the same things. NJLTA doesn't have a revenue stream. They make a little on the trustee institute and don't want to pull support from NJLA or its advocacy work.

Jessica Trujillo moves to approve an updated MOU, based on a Gold Level sponsorship level, between NJLTA and NJLA. Allan Kleiman seconds and the motion passes.

- b. **Board Development Training:** Jessica Trujillo stresses the importance of board development training in July that is separate from the leadership training for committees and section leaders. We need to set up all Board members for success through clear expectations and by providing appropriate tools and resources. Brett Bonfield recommends a half-day workshop where we can start thinking of the strategic plan and other conversations.

## 8. New Business

- a. **Approval of Circulation & Access Services Section:** The purpose of the Circulation & Access Services Section is to develop best practices, share knowledge and experience, and provide support to library workers in circulation and access services departments. The Section will also be a resource for libraries to develop best practices and professional development opportunities unique to the staff in these departments.

Heather Dalal moves the provisional approval of this new section; Corey Fleming seconds and the motion passes.

- b. **Updated Organizational Chart:** Jessica Trujillo presents a redesigned organizational chart. Discussion follows about the need to reorganize with care to support our leaders. NJLA is grassroots and the committees exist to further the needs of NJLA while the Sections further needs of the members. Committee structures may need to be changed, ultimately, through the Code for Committees to represent the cross-section of library workers we have. Discussion of the lack of information exchange between sections and the board and the role of board liaisons to sections and committees.

## 9. Committees & Sections

- a. **Nominations & Elections:** Exec Board elections ended yesterday! Kate Jagers reports on the voting, including that the percentage of votes is down, as our membership number has grown, which is actually a positive change. Average voters over the last several years is 500-550, and there were 636 voters this year. The results of the election for new members of the 2023-24 NJLA Executive Board are:

- i. 1st Vice President: Jeff Cupo
- ii. 2nd Vice President: Will Porter
- iii. Secretary: Rosy Wagner
- iv. Members-at-Large: Cara Berg, John Wallace, Emily Witkowski

- b. **Member Services:** Member numbers show an increase.

## 10. Partner Organizations Reports

- a. **NJSL** – State Librarian Jen Nelson
  - i. Scheduled to receive a \$400,000 award from the Affordable Connectivity Program grant opportunity, a collaboration with the New Jersey Department of Health, to promote digital inclusion in New Jersey.
  - ii. The 90 Second Newbery Award Film Festival: April 16, 3pm, NJ State Museum
- b. **LibraryLinkNJ** – Darby Malvey – LLNJ is looking for new executive board members. Jenny Pu will be meeting with NJASL to continue the advocacy proposal meeting. There will be a formal study to develop the best partnership.

- c. **NJASL** – Darby Malvey
  - i. Intellectual freedom challenges continue to grow.
  - ii. NJEA partnership on workshops for classroom teachers to include creating and preparing policies for book challenges.
  - iii. April is School Library Month!
  
- d. **Rutgers University** – Joyce Valenza  
Enrollment is strong though return to on-campus classes is still slow. Joyce is hosting online tech talks and looking for speakers:
  
- e. **NJLTA – Pat Pavlak**
  - i. Trustee training on Zoom was interrupted because of issues with payment to NJLA's Zoom account. Training for new and experienced trustees was rescheduled.
  - ii. Partners Thomas Lapinski - Legal Issues for Libraries: Spaces, Patrons & Collections: Tuesday, April 4, 7:00pm. (Will not be recorded by presenter request.)
  - iii. Another event on April 4 to focus on Collection Development and Patron Behavior; registration is available at NJLTA website.
  - iv. Trustees are asking for more training, so NJLTA will offer two per month on different topics based on needs.

11. Good of the Order

12. Next Meeting - April 18, 2023 on Zoom

13. Adjournment: Meeting adjourned at 11:49am

Respectfully submitted by Heather Dalal, NJLA Secretary 22-23