



NJLA Executive Board Meeting
July 19, 2022, 10:00 a.m.
Piscataway Westergard Library
& Zoom

Approved Minutes

Attendance: Ally Blumenfield, Danielle Cesena, Cindy Czesak, Heather Dalal, Corey Fleming, Lynnette Fucci, Kate Jagers, Allan Kleiman, Juliet Mache, Adriana Mamay, Laverne Mann, Allen McGinley, Keisha Miller, Judith Pissano, Joy Robinson, Selwa Shamy, Jessica Trujillo, John Wallace

Guests: Jeff Cupo, Alicia Gough, Darby Malvey, Jen Nelson

Call to Order –Jessica Trujillo, President

Meeting called to order at 10:05am.

1. Welcome and Introductions

2. Adoption of Agenda – Jessica Trujillo, President

- a. Agenda was approved with no corrections.

3. Adoption of Meeting Minutes:

- a. **June 21, 2022, Executive Board Meeting - Heather Dalal, Secretary**
 - i. The minutes are accepted with no corrections.

4. Financial Reports – Allan Kleiman, Treasurer

- a. **Procedure** - Typically one week before the executive board meetings, the members of the executive board and the business manager look at the financial documents, prepared by Abby Lundy, our outside business manager. Since we had a tight closing (closed June 30), the reports were not available until July 18th. There will be more time in the future to review the documents.
- b. **Financial Position/fundraising** NJLA is in a good financial position. There was a large legacy donation, so the balance is higher. We also had a donation by the president on her birthday; the fundraising committee might want to consider this option. In addition, NJLA has amazon smile, which might be worthwhile to remind members about in the newsletter.
- c. **Treasurer's role:** While the treasurer works with staff on budget, there are 3 other committees reviewing the budget: financial, fundraising, and prior to each year's budget - board budget committee. There is a lot of oversight.
- d. There was a motion to approve the bill list through June 30, 2022 by Allan Kleiman, seconded by Kate Jagers. The motion passed unanimously.

5. Reports:

a. Jessica Trujillo, President (no written report)

- i. Working with Alicia Gough to get the technology for NJLA up and running. Created a Google share drive - To facilitate transitions and information sharing, they are setting up Google drives for each committee and section to share and archive documents for future members of the committees/section.
- ii. Leadership Orientation - will share some documents during the orientation: 2022-23 NJLA Committees and Section Contact Information and 2022-23 NJLA Committee/ Section Priorities (each section leader will be able to edit their priorities.. And other leaders will have access to view)

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

- i. The NJLA 2022 Conference was a financial success. We spent \$91,385, and we brought in \$205,729.
- ii. On June 30th, NJ Governor signed New Jersey's Fiscal Year 2023 Appropriations Act into law. The new budget includes a record surplus for the State, however, the aid for libraries and the Library Network Aid Bill were funded at FY22 levels. Of note is that the following libraries received special funding in the FY23 budget: Burlington (1 million), Trenton (314K), Plainsboro (350K) and Paramus (500K).
- iii. Educating assembly people on understanding the importance of libraries continues to be crucial. For example, they need to understand the challenge between urban and non-urban libraries (i.e. how can a city with 80K population and smaller affluent community with 20K population have the same budget of 2 million. Thank you to all who met with legislators.
- iv. **Broadband access study commission** - has not met since last meeting. Recommendation in report. Juliet has initiated process to the new incoming director for email.
- v. **ALA Conference** NJLA participated through chapter relations for a free booth at exhibit fall. Gabie was there to represent. We received an Invitation from Pennsylvania Library Association to present about Access Navigators Program but declined because Access Navigators closes on September 30, 2022.
- vi. **Thank you for welcoming me and allowing me to serve you.** Feels like more than 18 months because we were running from day 1.

c. Laverne Mann, ALA Councilor - [Full Report](#)

- i. ALA is in a change mode as members are desperate for change. ALA serves lots of needs and it's not nimble. Intellectual Freedom challenges are outrageous. ALA Council has 180 individuals and meets for 3 days, 3 hours each meeting.
- ii. The most significant change is to ALA Governance as the Constitution and ByLaws were rescinded the constitution and bylaws by 144-3
- iii. Other resolutions include Advocacy for immigrants, condemning the destruction of libraries in Ukraine, and a resolution to not have ALA

Conferences in states that do not support body autonomy (which was defeated 31-97, as Gay and BIPOC members asked ALA for support).

- iv. Financials: ALA got 6 million in PPP loans and 16 million in grants. ALA has a 114 million - annual income. While there feels like no layoffs will happen, they have many unfilled positions and it's still a time of change.

6. New Business

- a. Renewal of NJLA's Business Manager Service Agreement -Renewing our contract with Abby Lundy Financial Services.
 - Motion made by Allan Kleiman. Second Adriana Mamay. Approved unanimously.

- b. Petty Cash Account

Since the NJLA credit card was in Juliet's name, a discussion ensued about if NJLA should open a petty cash account to pay those bills that cannot go through a bill cycle. Monthly expenses are low until the conference month.

Motion made by Allan Kleiman to transfer \$2500 from TDBank to another TD Bank account called petty cash and turning procedures over to the new financial committee. Seconded by Kate Jagers. Approved unanimously.

- c. [FY23 Executive Board Meeting Schedule](#) - is available with all the zoom links. March 21 may be on zoom. Most of the meetings are at 10; a few are at 3pm.
- d. [Reauthorization and New Task Force Authorizations](#)
Jessica reviewed the FY 2022-23 TASK FORCES document. Kate Jagers made a motion to approve the task forces. Allan Kleiman seconded. Motion approved unanimously. The Exec. Board subcommittees will be shared next meeting.
- e. Conference committee – There will be a followup meeting this afternoon with the new committee chairs and old chairs.
- f. Possible Partnership - NJRighttoRead Proposal – Judith Pissano shared a proposal to collaborate with NJASL and use services provided by Every Library to provide a digital landing page and a place where individuals can sign up to be alerted about Intellectual Freedom challenges in NJ. There is no fee until 10K individuals sign up. NJASL approved this already but the website is not live as NJASL is waiting to see if NJLA will partner. Before NJLA signs this, the exec board would like to see the NDA, the MOU, a dollar amount for the cost after 10K members, and what impact Every Library has had with other state's organizations.

7. Old Business - none

8. Partner Organizations Reports

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

The NJSL is in the process of hiring a director for the state library and information center.

They just are also hiring a new shared services consultant and hired a new grants manager (from Washington State with full knowledge). NJSL received funds from the governor's budget for a digitization projects to support the NJ State Government digital publications mandate. NJSL will renew a relationship with the Palaces Project from October 2022 – September 2023. NJSL will cover the hosting fee for libraries that are on board as of September 30, 2022. DEI work started. As part of the DEI initiative with NJLA and LLNJ, NJSL and LLNJ would like to move forward with a session in late August with partner organizations. The tentative date is August 24 from 1 -3. Details forthcoming.

b. LibraryLinkNJ - Ralph Bingham - none

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

- Intellectual Freedom challenges are ramping up and we anticipate more when School Board meetings are back and the implementation of the new health curriculum in NJ. NJASL is asking more librarians to be on school boards. The deadline to file a petition to run is July 25, 2022 and there is a candidate kit in the report.
- Legislative updates - The information literacy standard bill has passed the full senate and NJASL hopes it will go to the Assembly Education Committee in September and then on to the entire assembly. Contact your assemblyperson.
- NJASL Fall Conference in December. Extended proposal deadline: July 28th. Theme: unleash your librarian superpower.
- NJASL and ACRL are collaborating - to bring academic librarians into schools to provide professional development to librarians or meet with students.
- Thanks NJLA for the partnership for the presence at the NJ Principals and Supervisors Association Annual Conference (October). Their theme is Honoring Courageous Leadership, which NJASL sees as an opportunity to get ahead of soft censorship.
- NJASL/NJLA/LLNJ Student Outreach Event - panel to reach out to MLIS students about professional associations in NJ.

d. NJLTA - Pat Pavlak (none).

9. Calendar

July 20, 2022 – Leadership Orientation – Zoom

August 16, 2022 - Executive Board Meeting – 10 a.m. – Zoom

10. Good of the Order

- **Gift presented to Juliet.**
- Kate Jagers highlighted the [NJLA FY 22 Year End Leadership Report Summary](#). 24 of 31 sections/committees filled it out. Tons of accomplishments and events listed. Important to see in one place. Some challenges listed. These reports were overwhelmingly positive.

11. Adjourn - The meeting adjourns at 11:56am.

Respectfully submitted by Heather Dalal