



NJLA Executive Board Meeting September 20, 2022

Approved Minutes

In attendance: Jessica Trujillo, Carina Gonzalez, Cindy Czesak, Kate Jagers, Allan Kleiman, Danielle Cesana, Joy Robinson, Selwa Shamy, Judith Pissano, Allen McGinley, John Wallace, Corey Fleming, Lynette Fucci, Alicia Gough, Heather Dalal, Keisha Miller
Guests: Jen Nelson, Ralph Bingham, Darby Malvey

Meeting called to order to at 3 pm

1. **Call to Order** – Jessica Trujillo, President
2. **Adoption of Agenda** – Jessica Trujillo, President
Jessica motioned to have Jen Nelson give her report earlier in the agenda. Seconded by Carina.
3. **Welcome & Introductions**
4. **[Adoption of Meeting Minutes](#)**
Kate made a motion to approve the minutes as amended. Allan seconded.

5. Financial Reports – Allan Kleiman, Treasurer

Allan reviewed financial summaries prepared by Abby, NJLA's business manager. There is one really important report, the transaction detail report which includes how each item was paid (check, debit, other). We are still getting requests for reimbursements for the conference, so as we work with the conference planning committee, request we get it asap after the conference to reflect in the correct year.

We will have a meeting with the Conference Committee for proper paperwork and about revision of the 22-23 budget. That will be back at the Finance Committee tomorrow and will bring back to the Executive Board for review next month. We have a very plush balance sheet due to legacy funds. We have been working to get access to all the accounts, including investments at Raymond James and Valley National. The investment committee will meet with Raymond James to make recommendations moving forward as some of the legacy money was intended to be invested.

6. Reports

- a. Jessica Trujillo, President

Jessica met with the College & University Section (CUS) leaders about the Wellness Wednesday series which started during the pandemic and way to create networking opportunities, a sense of community, and promote self-care. They are looking for ways to get other librarians involved and asked them if they wanted a subcommittee of Members Services to get help.

Jessica attended a meeting for what was the Access Navigators group, which is taking a new path with Digital Equity as the new focus. This task force is looking at additional funding sources. Cindy shared the group applied for 25K funding with Comcast. Cindy also shared that Gabby resigned to take a full-time permanent job. While her last day is October 7, 2022, she is happy to contract off hours to help the transition.

b. Cindy Czesak, Interim Executive Director

Since the last board meeting, NJLA has made the final payment to the hotel. Thanks to Kate for going over the contract line by line, saving us 10K. 44K was the final payment. Thanks to Darby, Kate and Cindy will be accompanying Darby to the NJ Principals Conference.

There has been a lot done to organize all this information at NJLA. Allan K. suggests that the names on accounts be changed 2-3 months before the new person starts.

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

Report shared electronically. Laverne was not present.

7. Old Business

a. Board Liaisons

i. 2022_08 Board Subcommittee and Liaisons 2022-23

Last month, Jessica put herself for the professional development liaison but is looking for a volunteer because of time constraints. Allen McGinley volunteered.

ii. [Liaison Reports](#)

The Board Liaison google form was updated and is the same link as last year. Starting in October, liaisons are asked to fill out the form to share briefly what section/committee is working on and anything else important. Information will be compiled for future board packets.

8. New Business

a. [Sustainable Libraries Initiative MOU](#)

The Sustainable Libraries Initiative is an organization that came out of a project from the NYLA. They created a roadmap of sustainability for libraries, which looks at the internal workings for libraries to change practices and buying to create a more sustainable framework. They are related to the ALA Sustainability RT. Our keynote for the upcoming conference is the board chair of the SLI, Rebecca Smith Aldrich. We are currently in talks about doing a preconference. This MOU discusses NJLA partnering with the SLI. They have a list of resources, vendors, and monthly newsletters. All NJLA members will have

access to their members-only section of the SLI website and can sign up for the listserv and access resources behind the paywall. Procedures have not been established but it will likely include an opt-in for NJLA members. SLI has a program to certify a library as a Sustainable Library which NJLA members can get at a discount. There's no cost to NJLA. We are paying for the keynote speaker who opted to give her fee straight to the SLI.

Selwa asked if they are ok with the volume of membership changing in NJLA in January. Yes, they are aware. Carina asked if we have to do anything; we will provide advertising in the weekly newsletter, and free booth space at conference. Currently, this is a one-year benefit but we will see if can extend it.

There was interest in developing a sustainability and resiliency section of NJLA. They need 15 names to start a section and have just 13.

Motion to approve by Carina and seconded by Allan K. All were in favor; motion passed.

b. [Executive Director Search: Bradbury-Miller Associate Proposal](#)

The Executive Search Committee has 3 total proposals from search firms and felt that Bradbury-Miller was the strongest. The 3 were all within the same price range but the committee appreciated how this firm will talk to more NJLA members to see what the membership wants in an ED.

Danielle asked if we could afford it. Cindy reminded the group that there is a savings in the budget for the ED position right now as Cindy is only working part time/hourly. Discussion about how the search firm works with the search committee to ensure we see the entire pool of candidates. Discussion of salary posting vs salary negotiated and if the former reduced candidates. ED cannot lobby more than 15% of their time to keep our non-profit status.

Discussion if we should have a different leadership structure. It is required to have someone to run the office and support the membership first. ALA recently had this conversation of their ED, if they need to have the MLS. The search committee has asked this question.

Allan made a motion to work with Bradbury Miller, Joy seconded. Motion passed.

9. Committees & Sections

a. [Public Policy Committee - Legislative Priorities - Danielle Cesena](#)

- The ongoing construction act was a subcommittee of Public Policy. A few people researched how this would work for NJ if we had this program in place. Now that the act is entering stage 2, the subcommittee must expand; might have to be a task force.
- The School media legislation bill went to assembly. We should hear more soon.
- Unfortunately, libraries are not seen as having unique issues than other businesses, but legislators are very supportive of libraries in general.

All voted in favor of moving these forward in our priorities. Motions were not needed as the priorities came from a committee.

b. [EveryLibrary Update - Judith Pissano](#)

Carina, Cindy, and Judith met with NJASL and EveryLibrary. They received the NDA today, missing the MOU and financial breakdown. There will be an initial cost to launch the website, which would be split with any organization joining us (at the moment, just NJASL).

c. Membership

Allan M. put a [summary of membership in the board packet](#). This has not been shared routinely in the past. There was a discussion of member trends and a mention that the student membership did not jump as it did in the previous year during July-August.

10. Partner Organizations Reports

a. NJSL – Jen Nelson - [State Librarian's Report](#)

- Over 180,000 items from the NJ/DE Digital Collective are now discoverable in the Digital Public Library of America (DPLA).
- NJSL awarded 16 grants, just over \$200,000 to support literacy projects across the state. The grant round was competitive – with 55 applicants requesting over \$700,000 in awards.
- New Jersey's 2021 Public Library Survey (PLS) data has been submitted to the Institute of Museum and Library Services (IMLS). Bright spots: circulation and reference were up. Less bright is that programming was down.
- 55th anniversary of the NJSL's Talking Book and Braille Center

b. LibraryLinkNJ – Ralph Bingham

- They are working on an EDI initiative. The May 18th meeting generated a list of interested individuals. A next step meeting was held in the end of August. There they discussed forming workgroups (i.e., collections, advocacy outreach, programming, staff development). Notes and a list of contacts was shared with everyone. Individual groups were asked to self-organize. Workgroups will define their charge. If anyone wants to be involved, let Jen or Ralph know.
- A Statewide Ebook conversation began in the Spring. A followup meeting was held by invitation only, including those involved in the Spring and library directors /or their ebook digital resources librarians. This group will define the next steps, gather data, survey, and create a picture of what this looks like in NJ. Ideas such as a consortia purchase or funding individual libraries. A meeting in person with 50 individuals is what is needed.
- LibraryLinkNJ has decided to continue to participate in the equity scholarship initiative. And will award two scholarships this year.

c. NJASL – Darby Malvey

- School board elections are coming up. NJASL is looking closely at candidates. Will look for spreadsheet created by Mary Moyer and share if found. NJASL encourages you to look at who is running, as some are backed by book-banning groups.
- The IL standards bill is moving forward going to the Senate Education Committee this Thursday. If this goes through, it goes to the full assembly before passing. There is a [petition with EveryLibrary](#).
- NJASL working with NJEA for collaborative workshops on school censorship.
- Intellectual Freedom events coming up.
- NJASL newsletter deadline is Friday.

d. NJLTA – Pat Pavlak not present.

11. Good of the Order

- Library Workers of Color meeting for this week was canceled and leadership is unstable. There will be a special meeting on Monday October 3. The idea is to have LWOC meetings on the 4th Friday of the month.
- It was noted that many committees/sections have chosen the 4th Friday of the month for their meetings.
- First PR meeting will be on Tuesday.

12. Next Meeting: October 18, 10 AM - 12 PM. Monroe Township Public Library, 4 Municipal Plaza, Monroe Township, NJ 08831

13. Adjourn Meeting adjourned at 4:34pm. Motion by Allan K. seconded by Danielle.