



NJLA Executive Board Meeting
January 21, 2020
10:00am–12:00pm
Monroe Township Public Library

MINUTES

Present: Amy Babcock-Landry, Danielle Cesena, Pham Condello, Kate Jagers, Adriana Mamay, Emily Moore, Eileen Palmer, Will Porter, Susanne Sacchetti, Jen Schureman Brenner, Jessica Trujillo, Pat Tumulty, Leah Wagner, Kerry Weinstein

Guests: Christal Blue, Scholarship Committee; Jeanne Marie Ryan, Finance Committee; Karen Klapperstuck, Fundraising Committee

Absent: Leslin Charles, Corey Fleming, Judah Hamer, Darby Malvey

Call to Order - Jen Schureman Brenner, President

The President calls the meeting to order at 10:17am.

Adoption of Agenda - Jen Schureman Brenner, President

The President proposes the following to be added under New Business:

- Resolution for Dag Bulman
- Nominations & Elections

Eileen Palmer moves to accept the agenda as amended. Leah Wagner seconds, and the motion passes.

Minutes - Kate Jagers, Secretary

Board Meeting December 17, 2019

With no corrections, the minutes are accepted.

Financial Report

- Pat Tumulty presented the current budget. Eileen Palmer questioned the Uncategorized Expense budget line (\$200,712/97) in the Operational Budget. Pat explained that this is what is held in a CD. Pat explained that she had previously questioned the bookkeeper about this, and he indicated that including it on the Operation Budget was the proper way to record it in QuickBooks. Pat has now confirmed that this process is incorrect and it will be corrected on the next update.
- Jen Schureman Brenner presented the bill list for review. Susanne Sacchetti moves to approve the bill list. Will Porter seconds, and the motion passes.

Reports within NJLA

Jen Schureman Brenner, President

- Over the past month, the President has participated in legislative visits in Trenton, and attended various NJLA committee meetings, including:
 - Public Policy Committee -- The focus the first half of January has been on support for the State Aid Bill
 - Finance Committee -- NJLA's 990 (Return of Organization Exempt From Income Tax) was not filed on time in 2017 or 2018, and NJLA has been fined with late fees by the IRS. Pat Tumulty was able to report that the entire fee has been abated. Going forward, there will be a formal timeline for payment so that this occurrence does not happen again. Approval has also been given to Dorfman to file the 5500 (Annual Return/Report of Employee Benefit Plan), so that will be filed before the January 31 deadline.
 - Conference Committee -- Things are moving along on schedule
- Welcome to Susanne Sacchetti, newly appointed as NJLA 2nd Vice President!
- Jen will be attending ALA and will also attend the Chapter Relations leadership meeting

Pat Tumulty, Executive Director - [Full report](#)

- State Aid: Over 50% of the legislature signed on by Jan 13, and amended bill S2668 was on the agenda, but the bill was "held" and unfortunately did not get a vote during the final week of legislative session. Throughout the legislative session, good connections were made and we have a number of vocal constituents. The Public Policy Committee will continue to work on strategies for pushing the bill forward.
- Allen McGinley, co-chair of the School Libraries Taskforce [presented testimony](#) to the State Board of Education on January 8
- Snapshot Day is scheduled for February 11, tying in with I Love Libraries Month
- NJLA will have a booth in the exhibit hall at ALA, and the NJLA store will also be there
- The work Pat is doing as reflected in the Strategic Plan is included in her full report

Eileen Palmer, ALA Councilor

- ALA tried to create a "Free Speech Zone" with the intention of creating a space where people could protest safely, which many believed was in response to occurrences at ALA Annual (June 2019), where people protested against the CIA having a vendor table at the event. The Social Responsibilities Roundtable has asked that there be a formal process with Council approval for anything related to free speech. [A message from ALA can be found here.](#)
- There was a recent article in the *Washington Post* about a National Archives display that featured the 100th Anniversary of Women's Suffrage, which blurred out the President's name and references to female anatomy on the images of protest signs. The objection was that the censorship indicated partisanship. The display was removed. [You can read ALA's statement here.](#)

- On the Agenda for ALA Council is a revised resolution in support of efforts against BDS Laws (proposed laws which punish those boycotting Israel based on concerns for the rights of Palestinians). This resolution does not have support of the Committee on Legislation, and the Intellectual Freedom Committee has not made a statement on it. There is some dispute about the resolution's connection to libraries. [The original resolution from 2019 ALA Annual can be read here.](#)
- Eileen [presented a response to SCOE recommendations](#) for adoption by NJLA. Leah Wagner moves that Eileen present the letter on behalf of NJLA at ALA Council. Kerry Weinstein seconds, and the motion passes.

New Business

1. **Dag Bulman Memorial Resolution** - Eileen Palmer, along with Jayne Beline and Cindy Czesak (former ALA Councilors), drafted a memorial resolution to present to ALA following ALA guidelines. Amy Babcock Landry moves that NJLA formally endorse the resolution. Susanne Sacchetti seconds, and the motion passes. Once endorsed by ALA, Pat Tumulty will present the resolution to Dag's family as something endorsed by both associations.
2. **Fundraising Committee** - Karen Klapperstuck, Committee Chair, provided an update on the Annual Appeal. Just under 50% of the budgeted income has been donated at this time. The actual income is a little lower than the budget indicates because the money paid to George Street Playhouse for tickets to Midwives isn't yet reflected in the budget report. Karen strongly encourages all Executive Board members to contribute to this fundraising effort at whatever level is most comfortable for them. Adriana Mamay questions if there is an option to see what you have donated in the past. Currently the answer is "no," but we are hopeful that this is something that can be included in member profiles in MemberClicks in the future. This year, the committee opted to email all Annual Appeal letters due to the large expense of mailing printed letters, and options in MemberClicks should enhance the appeal process. Will Porter asks if there is an optimal time of year to donate. While the committee aims to send the initial letter in the Fall/before the end of the calendar year, there isn't a particularly good or bad time to donate to NJLA! Karen thanks Jen Schureman Brenner for doing the legwork to submit paperwork to secure a Raffle License for NJLA, as well as Susanne Sacchetti for volunteering to bring the license, once approved, to Atlantic City for their approval.
3. **Scholarship Committee** - Christal Blue, Committee Chair, submitted a proposal for an updated scholarship application form for approval from the Board.
 - The committee's aim is to simplify the application and make it more inclusive than the previous version. Eileen Palmer suggests removing all financial questions, rather than just select questions, and proposes an additional question that asks the applicant to simply provide a statement to justify their need for the scholarship. Adriana Mamay and Will Porter voice their support of this suggestion, adding concerns about applicants' privacy. Jen Schureman Brenner

proposes including questions 1-17 (basic information), removing the rest, and adding an open-ended “justify your need” question.

- Adriana moves to charge the Scholarship Committee with revamping the application. Amy Babcock Landry seconds. Discussion led to an amendment to the original motion. Adriana amends the original motion to accept the recommendation from the Committee with the following revisions: remove questions 19-32 and 38-75, and omit the word “either” from question 76. The motion passes.
 - Pat Tumulty reminds the Board that there will be about \$800 in donations to the Scholarship Funds in honor of Kathy Schalk-Greene, which will be part of the total of funds to distribute to scholarship awardees.
4. **Conference Committee** - Jen Schureman Brenner presents a proposal from the Committee to raise 2020 Conference registration fees. Amy Babcock Landry moves to approve the recommendation from the Conference Committee to increase registration fees by \$10 for one-day and two-day registrations. Will Porter seconds, and the motion passes. Pham Condello, Committee Vice Chair, provided a report from the Committee. Committee Chairs are working on confirming a grid/schedule. A meeting is scheduled for early February with Harrah’s representatives and the Conference Committee Chairs. Amy asks when the Conference Committee expects to communicate with presenters/proposers; Pham will follow-up with more details.
5. **Personnel Committee** - Leah Wagner, Committee Chair, reports on employment positions in the NJLA Office.
- Bookkeeper: The Personnel Committee recommends hiring Keena Rudolph at \$25/hour as the NJLA bookkeeper for 10 hours/week. The motion passes. Over 80 applications were submitted for this position; five candidates were contacted, and two replied and met for interviews. Eileen Palmer asks and Leah confirms that the pay rate and hours/week are unchanged from the numbers previously budgeted.
 - Assistant Executive Director: The Personnel Committee recommends promoting Karen Cerra at \$35/hour for 25 hours/week with the title Associate Executive Director, effective April 1, 2020. The motion passes. Karen Cerra has been successful in her duties within the NJLA Office, and provided a detailed report of her current workload. She presently works 20 hours/week, and the Committee would like to increase her hours by 5 hours/week, increase her pay rate, and adjust her title and responsibilities. Eileen Palmer and Will Porter both question how clear it is that the current budget can support this financial increase. Eileen requests that the Board be presented with an updated job description.
6. **Nominations & Elections Committee** - Leah Wagner, Committee Chair, shares a proposed slate from the Committee. It is anticipated that the ballot will open on February 3 and voting will close February 21. No petitions were submitted. The committee is still looking for an additional candidate for Vice President/President-Elect. Section elections will be run a few weeks later than usual through Survey Monkey.

NJLA Executive Board Slate of Candidates for 2020-21:

- Vice President/President-Elect: Susanne Sacchetti
- Secretary: Kate Jagers & Heather Dalal
- Treasurer: Mo Donohue & Ranjna Das
- Member-at-Large: John Wallace, Laverne Mann, Kerry Weinstein, Jeffrey Trzeciak, Maureen Langley

Old Business

Leadership Meeting - Jen Schureman Brenner reports that the mid-year Leadership Meeting was canceled due to conflicts with legislative meetings in Trenton. Going forward, both Leadership Meetings at the beginning of the year and mid-year will continue to be scheduled. Apologies to those who made the trip and were not notified that it was canceled.

Partnering organizations

1. **NJ State Library** - Mary Chute, State Librarian, [submitted a full report](#)
2. **Rutgers LIS** - No report
3. **NJ Association of School Librarians** - No report
4. NJLTA - No report

Action Plan for Next Meeting

The next NJLA Executive Board meeting will be **Tuesday, February 18, 10:00am** at Old Bridge Public Library (pending confirmation).

Good of the Order

- Leah Wagner reminds everyone that February is Advocacy Month for NJLA!
- Kate Jagers requests assistance in reaching out to potential exhibitors and sponsors of the 2020 NJLA Conference. Kate will follow-up via email with a template for correspondence as well as a listing of organizations/people already registered to exhibit.

Eileen Palmer and Amy Babcock Landry move to adjourn at 11:47am.

Respectfully submitted by Kate Jagers, Secretary