



NJLA Executive Board Meeting
November 12, 2019
2:00pm–4:00pm
via Zoom

MINUTES

Present: Amy Babcock-Landry, Danielle Cesena, Leslin Charles, Pham Condello, Corey Fleming, Kate Jagers, Adriana Mamay, Emily Moore, Eileen Palmer, Jen Schureman Brenner, Pat Tumulty, Leah Wagner, Kerry Weinstein

Guests: Cynthia Becker (Honors & Awards Committee), John Bonney (Finance Committee), Joyce Valenza (Rutgers)

Absent: Tonya Garcia, Judah Hamer, Darby Malvey, Will Porter, Jessica Trujillo

Call to Order - Jen Schureman Brenner, Vice President/President-Elect

The Vice President called the meeting to order at 2:02pm.

Adoption of Agenda - Jen Schureman Brenner, Vice President/President-Elect

Minutes - Kate Jagers, Secretary

Board Meeting October 15, 2019

With no corrections, the minutes are accepted.

Financial Report - Pat Tumulty

The Executive Director presented the Current Budget FY19-20 and the Bill List for review. Jen Schureman Brenner moves to approve the bill list and Adriana Mamay seconds. The motion passes unanimously.

Reports within NJLA

Jen Schureman Brenner, Vice President/President-Elect

Due to the immediacy of Board action items necessitating a last-minute call to move the Board meeting ahead on the calendar, the Vice President had no formal report at this time.

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

- Legislative visits and advocacy efforts are focused on Per Capita State Aid, and will include participation at the League of Municipalities Conference in Atlantic City (Nov. 19-22) and a "Day in the Hall" in Trenton on Dec. 9, 2019, which was organized by Public Policy Committee.
- NJLA and NJASL had a booth at the School Boards Convention on Oct. 22-23 and represented the efforts of Unlock Student Potential.

- Pat is also discussing Unlock Student Potential and other advocacy efforts at the national AASL Conference in Louisville on Nov. 13-16. At the same conference, Pat is presenting alongside two school media specialists from Morris County, NJ on the importance and impact of Snapshot Day.
- The NJLA Public Relations Committee and the NJ State Library are scheduling Snapshot Day for Feb. 11, 2020.
- NJLA and NJSL were able to meet with the Census Bureau to discuss plans for statewide training on the census, which will be held in December and January.
- At the request of the NJLA Personnel Committee, the following are updates on how Pat's work relates to the current strategic plan:
 - *Goal 1 - Marketing and Communication:* Pat worked closely with Leah Wagner, Karen Klapperstuck, and James Keebler on implementing MemberClicks
 - *Goal 3 - Advocacy:* Pat attended legislative visits with Peggy Cadigan and participated in the NJ School Boards Conference with NJSL
 - *Goal 4 - Organizational Structure:* Pat coordinated with the Finance Committee and worked with the auditor to complete a financial review, tax filings and 990
 - *Goal 5 - Professional Development:* Pat worked with Kathleen Peiffer and NJSL to develop a plan for statewide training for the 2020 Census

Eileen Palmer, ALA Councilor - [Full report](#)

- Eileen strongly encourages all NJLA members to share comments about the reorganization of ALA governance and the most recent SCOE report. There is a message board thread active on MemberClicks.
- ALA has issued a press release regarding Macmillan eBooks, and Eileen reported on the campaign throughout NJ to combat its eBook Embargo Policy. Many local libraries are boycotting the purchase of Macmillan titles.

New Business

1. **Nominations & Elections Committee** - Leah Wagner welcomes Leslin Charles to the Board and congratulates her on winning a 2-year seat as Member-at-Large. The Nominations & Elections Committee is meeting in early December to coordinate the annual election; all those currently serving on the Board and interested in potentially continuing that participation should reach out to Leah directly.
2. **Honors & Awards Subcommittee, PR Award** - Cynthia Becker, Chair of the Honors & Awards Subcommittee, presented a proposal of a new Public Relations Award called the "Innovation Program Award," with the first point of criteria described as "This award recognizes a program or program series that engages its community or meets a community need in an innovative and creative way." Leah Wagner moves to accept the additional PR Award as submitted, with the addition of "and consortia," and Danielle Cesena seconded. The motion passes unanimously. Jen thanks Cynthia and the Subcommittee for the effort put into this proposal. Discussion included the following:
 - The Subcommittee requests feedback specifically about if the award should include judgement based on operating budget and/or total cost of the program, or both or neither criteria

- Adriana Mamay suggests that the judging be based on criteria of “originality and creativity of program(s) content and presentation, effectiveness of community engagement, and the demonstrated impact on the community” rather than on operating budget
 - Jen Schureman Brenner questions what the cost of the program has to do with innovation or creative content of the program
 - Eileen Palmer suggests keeping the wording as “The library operating budget, the total cost of the program and program attendance will be taken into consideration,” based on consistency with other PR awards
 - Pat Tumulty and Jen agree that this proposal is a good starting point for the first year of a new award and recommend moving forward
 - Eileen requests that the words “and consortia” follow where “libraries” is specified
3. **County Library Section** - Pat Tumulty received all of the appropriate paperwork necessary to establish a new NJLA Section. Eileen Palmer moves to accept the petition for the establishment of a County Library Section. The suggestion is made that the Board ensure that we review the language of the petition and state the requirements for bylaws submissions. Amy Babcock-Landry seconds, and the motion passes unanimously. The Bylaws and Organization Subcommittees will continue to review the procedure involved for the creation of new Sections within NJLA.
 4. **Financial Review 2017-18** - John Bonney, Chair of the Finance Committee, presented the Financial Review 2017-18 for discussion and approval. Amy Babcock-Landry moves to accept the NJLA Financial Review for 2017-2018, and Kate Jagers seconds. The motion passes unanimously. Eileen Palmer and Leslin Charles abstain.
 5. **Investment Subcommittee** - John Bonney shared the NJLA Investment Strategy on behalf of the Investment Subcommittee. There is a need to approve these recommendations quickly to ensure favorable CD rates. Eileen Palmer questions the accessibility of the Intellectual Freedom Account. These funds will be part of the CD, but will stay separate and restructured to actions supporting intellectual freedom. Eileen asks for this information to be detailed in the Investment Strategy or removed from “Emergency Fund.” The funds from Operating Expenditures and Property Development Accounts will be combined and unrestricted. The strategy was approved unanimously.
 - **Closing Capital One Accounts:** The Vice President requests a roll call vote to authorize closing the Operating Account, Property Development Account, and Intellectual Freedom Account, all with Capital One Bank, and Leah Wagner seconds. A roll call vote was conducted and the motion passed unanimously. This resolution authorizes Pat Tumulty, NJLA Executive Director, to close the accounts and thereby cease its financial relationship with Capital One Bank.
 - **CD Investment proposal:** Eileen moves to authorize Pat Tumulty, Jen Schureman Brenner, Judah Hamer, John Bonney, and Philip Berg to review options and commit money to CDs at the best possible rate by the end of November 2019. Leah Wagner seconds. The motion passes unanimously.

Old Business

1. **Organization Subcommittee** - Emily Moore (njla_organization@njlamembers.org)

- The Organization Subcommittee reached out to leadership with monthly emails, and responses were shared with the Board. Emily highlights that there have been a lot of questions about MemberClicks.
- Lynnette Fucci created a set of “NJLA MemberClicks Instructions” to be reviewed by the Organization Subcommittee and then distributed to the membership. Emily thanks James Keebler and all others involved with setting up the new platform.
- Eileen Palmer requests that the Organization Subcommittee think about how best to share ALA information with NJLA leadership.
- Mid-year Leadership Workshop is being planned for January, spearheaded by Pham Condello, Tonya Garcia, and Jen Schureman Brenner. The first half of the day will focus on content for all leadership, with the second half focused on a Bylaws Workshop for Section leadership and/or representatives.
- The subcommittee is also organizing another end-of-the-year report.

Partnering organizations

1. **NJ State Library** - Final regulations of the Construction Bond have been posted.
2. **Rutgers LIS** - Joyce Valenza
 - New hires are upcoming
 - At least 11 children participated remotely for the Jacqueline Woodson event, in addition to the 200 in-person participants at TCNJ.
 - Keep your eye out for NJEA commercials!
3. **NJ Association of School Librarians** - No report

Action Plan for Next Meeting

The next NJLA Executive Board meeting will be **Tuesday, December 17, 10:00am** at Piscataway Public Library, Kennedy Branch.

Good of the Order

Adriana Mamay questions if the NJLA Newsletter is (or should) be behind the NJLA MemberClicks login. Both the ACRL and ALA newsletters are freely available to members and non-members. Other NJLA groups (including the Diversity & Outreach Section, History & Preservation Section, Professional Development Committee) have newsletters distributed to members only. Leah Wagner will talk to the chair of the Member Communications Committee to request that the committee make a recommendation to the Board this winter about whether or not the NJLA Newsletter should remain a member-benefit, and if it should or should not need a login to access.

Respectfully submitted by Kate Jagers, Secretary