MINUTES OF LIBRARY NETWORK REVIEW BOARD MEETING
FEBRUARY 26, 2018
1-3 PM
TALKING BOOK AND BRAILLE CENTER

PRESENT: Maureen Wilkinson, Susanne Sacchetti, Janet Marler, Eric Zino, Brian Auger, Fran King, Judy Cohn

ABSENT: Tonya Garcia

State Library Staff in attendance: Mary Chute, State Librarian; Sheri Shafer, CFO; Bob Keith, Director of State Aid, Library Statistics and Library Law and Kathleen Moeller-Peiffer, Deputy State Librarian for Library Support Services

LibraryLinkNJ staff in attendance: Kathy Schalk-Greene, Executive Director

Guests: Patricia Tumulty, Cindy Czesak

The meeting was called to order by Chair Janet Marler at 1:10 pm.

Kathleen Moeller-Peiffer confirmed that the meeting was being held in accordance with the Open Public Meetings Act.

Since this was the first meeting of the year, and the re-organizational meeting, all present introduced themselves.

At the re-organizational meeting the Chair and Vice-Chair are elected for the year. Janet Marler was elected to serve a second year as Chair. Eric Zino was elected to serve his first year as vice chair.

Approval of the minutes from the November 30, 2016 meeting was requested by the Chair. Eric Zino made the motion to accept, Susanne Sacchetti seconded the motion, motion passed.

Kathy Schalk-Greene reviewed the handout from LibraryLinkNJ detailing some of their many accomplishments since the last LNRB meeting. She also distributed a summary sheet of the number of packages handled by the LLNJ statewide delivery system for each library in New Jersey.

Mary Chute distributed copies of the State Library’s FY2017 annual report and pointed out highlights from that document, as well as the most recent State Librarian’s monthly report. Some of her highlights were work that has been done on New Jersey becoming a service hub for the Digital Public Library of America, the passage of the library construction bond act, grant-writing classes that State Library staff are teaching for librarians in the state and a potential pilot project on re-entry services for returning citizens.
Sheri Shafer reviewed the two handouts she had compiled for the board. One detailed FY18 library network funding; the other spreadsheet covered the names and associated costs of statewide projects for FY18.

Kathleen indicated that the library network regulations are scheduled to be re-adopted with only minor changes by May 2018. Should the LNRB members wish to make further changes they may suggest them to the State Librarian and the changes may go into effect at any time prior to the seven year sunset term.

Kathleen also distributed three other documents to the board:

- LNRB By-laws,
- NJ Library Network Code of Ethics, and
- Requirement for the Purchase of Goods, Equipment and Services by Regional Library Cooperatives

These documents date from 2009-2011. Kathleen suggested that the LNRB members, as well as members of the State Library’s Library Development team, review these documents for updating prior to the next meeting.

Bob Keith reviewed his handouts on statewide database statistics and the use of the statewide contracts with Newark Public Library and Rutgers for reference transactions and interlibrary loans.

Discussion ensued regarding a variety of topics, beginning with the recent letters received by the Board on the slowdown in statewide delivery services. A conversation ensued on how best to support the NJ Library Network. Pat Tumulty is concerned that with only one statewide cooperative and LNRB meeting only once a year how can they possibly get a good level of review and conversations regarding what is needed in terms of statewide services. Kathy Schalk-Greene quoted from LLNJ’s model of delivery service: sustainable, cost-effective, equitable and efficient. Current financial resources are unable to sustain the historical delivery service model. A statewide library card may equal increased delivery services. Mary Chute asked LNRB members to give her a sense of the importance of delivery to their constituents. Maureen suggested that perhaps instead of our current network spending that the State Library consider purchasing more digital content statewide, thereby lessening the load on the physical delivery service. Brian asked what is the unit cost to send an item, both 10 years ago and now. He also asked how many items were moved around the state 10 years ago versus today. Mary asked for suggestions on how to deliver services and on what amount to ask for in terms of network funds. Judy said that she would need information ahead of the next meeting in order to provide recommendations.

A potential meeting will be held in June, perhaps with NJLA. Janet will poll LNRB members.

The next officially scheduled meeting will be held on Monday, August 20 from 1-3 pm at the Talking Book and Braille Center.

A motion to adjourn was made by Brian and seconded by Fran. The meeting was adjourned at 3:10 pm.

Respectfully submitted,

Kathleen Moeller-Peiffer