

MINUTES – LIBRARY NETWORK REVIEW BOARD

May 8, 2023, 11:00AM – based on notes from Michael Maziekien

In Attendance

LNRB Members: David Costa, Deborah Gaspar, Muhammad Hassan, Sarah Lester, Laverne Mann, Katelyn Nesi, Natalie Nizolek

NJ State Library Staff: LaKia Allen, Michael Maziekien, Jennifer Nelson, Sheri Shafer, Michele Stricker

LibraryLinkNJ Staff: Darby Malvey

1. Welcome – Michael Maziekien provided information on the New Jersey Library Network, Network Aid, and the Library Network Review Board, and associated regulations.
2. Introductions – All attendees shared information on their current role.
3. Reorganization – Laverne Mann and Katelyn Nesi were selected as Chair and Vice-Chair.
4. Review of Prior Meeting Minutes – Minutes of the April 7, 2022 meeting, with one minor correction (job title) were approved, motion by Natalie Nizolek, seconded by Katelyn Nesi.
5. Reports
 - a. New Jersey State Library
 - i. State Librarian's Report – State Librarian Jennifer Nelson welcomed all members of the LNRB. She is looking forward to drawing on board members' expertise over the coming year.
 - ii. Library Network Budget – Chief Operations Office Sheri Shafer and Finance Manager Lakia Allen walked attendees through the \$4.336M network budget, including LibraryLinkNJ, JerseyConnect, statewide services contracts with Rutgers and Newark, JerseyClicks databases, Auto-Graphics software to support interlibrary loan, multiple Digital Literacy Initiatives (Social Work Informed Libraries, Hubs and Spokes Literacy Program, Northstar access and the Digital Literacy Forum), emergency grants and other statewide programs listed in the budget. She also reviewed expenditures to date through the year, detailing unexpended funds committed to the Social Work Informed Libraries project.
 - iii. Statewide Activities – Project Specialist Michael Maziekien shared information on statewide services, including JerseyCat ILL, JerseyClicks databases, Palace Project eContent and Newark Public Library and Rutgers University statewide reference services.
 - b. LibraryLinkNJ – Darby Malvey shared a report on LibraryLinkNJ, speaking about delivery service (the contracting vendor, T-Force, has had their contract extended for one year), the Resource Sharing Committee, the Summer Book Bash, the upcoming Membership meeting, the eContent Project, asynchronous on-demand training through LearningSpace, the new code of conduct, and Level Up Your Library grants.
6. Topics and Guests for Future Meetings – Attendees expressed interest in inviting guests to speak about various network-funded and statewide activities, including: Rutgers and Newark (although not in the immediate future, as they had attended the April 2022 meeting, digital literacy initiatives, eConent and the Palace Project, as well as past programs such as support for Zoom and READSquared. Muhammad Hassan offered Kean as a prospective site for an in-person

meeting, later in 2023. Concerns were raised about the need to get the word out to the whole state about network-funded initiatives and projects, including databases and statewide reference. The group hopes to hold meetings in July, October and December 2023. Michael Maziekien planned to set out potential dates and discussion topics for July 2023. Sheri Shafer suggested that she can provide semi-annual financial reports, with the next report slated for October; board members approved.

7. Old Business – None.
8. New Business – None.
9. Dates for Upcoming Meetings – To be determined.
10. Adjournment – 12:00PM.