



**MOVING FORWARD TOGETHER**

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To: VALE Board and Members  
From: Susanne Sacchetti, Executive Director  
Date: January 4, 2021  
Re: LibraryLinkNJ Report

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### **GREETINGS**

I would like to take a brief moment to thank VALE for the opportunity to speak with members at this year's conference and to report on the recent activities of LibraryLinkNJ.

On behalf of LibraryLinkNJ, its Executive Board and staff, I would like to begin by wishing everyone a happy and healthy year.

I look forward to our continued work together, in 2021, and welcome any conversations or suggestions regarding how LibraryLinkNJ can better serve our shared academic members.

### **BUDGET:**

In October, we signed a contract with the New Jersey State Library for funding in the amount of \$1,840,000. We were issued a payment of \$414,000 on September 4, 2020 and a payment of \$506,000 on November 9, 2020. Our final two payments will be in the amount of \$460,000 and will be issued on January 4, 2021 and April 2, 2021.

Our final FY2021 budget was approved at the December 9, 2020 membership meeting. This budget carries us through the end of the fiscal year. It includes a three-month contingency for operational expenses, as well as a contingency for delivery. The proposed budget does not include a cost-share for FY2021 for a number of reasons, as mentioned by Ricardo Pino (Treasurer and Chair of the Finance Committee) during the membership meeting.

We recently signed an agreement with the New Jersey State Library for the funding of MentnorNJ. In addition to the \$5,490.43 in funds that were remaining from last year, both the New Jersey State Library and LibraryLinkNJ will be contributing \$5,000 to the funding of MentorNJ for FY2021, bringing its funding to \$15,490.43 for FY2021.

We greatly appreciate the support and commitment of the New Jersey State Library to LibraryLinkNJ and the services afforded to the New Jersey library community through our organization and the Library Network. It has been a pleasure to work with State Librarian Mary Chute, and I would like to wish her the best in her retirement. We look forward to our continued work with the New Jersey State Library and new State Librarian Jennifer Nelson.

## **PROGRAMMING**

We are currently in the process of filling a temporary part-time Programming and Outreach Specialist position. The application deadline for this position is Monday, January 11, 2021. The position is open to those candidates possessing their MLS or currently in progress. Once this position has been filled, we are hoping to build upon our programming efforts and also resume our Super Library Supervisor series.

The position has been posted with the New Jersey Library Association, the Pennsylvania Library Association, the Delaware Library Association, and the New York Library Association. The position has also been posted in the LLNJ job forum, on our social media platforms, and has been shared with Rutgers and Drexel and a number of professional organizations within our state.

## **DELIVERY**

Resource Sharing Delivery Service resumed on October 19, 2020. Approximately 280 libraries were signed up to resume their delivery services, with BCCLS libraries counting as one. This number has fluctuated, over the past two and a half months, as more libraries have come onboard and others have closed.

There have been some delivery issues, and we continue to work through these issues as they arise. There have been a number of issues in the southern region of the state, where there has been a shortage of drivers. We ask that all libraries continue to keep us informed of any issues and any changes in their hours, using the forms found on the Contact Us section of our Website.

We have completed our survey study and we will soon have posted to our Website. As part of the delivery study, a survey of other states was conducted and surveys were conducted within New Jersey for directors, delivery practitioners, county systems, and library consortium. We greatly appreciate the feedback that everyone provided to us in the surveys.

We have requested a one-year extension of our contract with our current delivery vendor. This would carry us through June of 2022, allowing us more time to prepare the RFP and to conduct a spot-check under circumstances reflecting some level of normalcy. We are awaiting response from the vendor. Our current contract does allow for amendments to the contract, if they are mutually agreed upon.

## **RELOCATION AND COMMUNICATION**

In November, we relocated our office from Piscataway to the Talking Book and Braille Center in Ewing, NJ. Due to the current pandemic, we are working a hybrid schedule, with staff rotating their time in the office.

Each staff member is able to take calls when not in the office through an app. We need to update our main message and will be doing so in the next week, now that the holidays are behind us. If you call our main number, you can reach each staff member at the extension listed beside their name:

Susanne Sacchetti, Executive Director – 100; Nanette Cox, Business Administrator – 103; Carol Fishwick, Member Services Coordinator (including delivery-related matters) – 102; Mi-Sun Lyu, IT and Project Manager – 107; and Sophia Cerri, Clerical Assistant – 104.

We ask that you please bear with us as we work out any issues with our updated phone system.

In an ongoing effort to keep our members informed, I have been sending out my Monday Membership Message, which generally goes out every Monday, before the end of the evening. Due to the holidays,

I did not send out a message on December 28, 2020. These messages are sent through Constant Contact to voting members and directors. *If you are not receiving these messages, please let us know.*

Communication is of utmost importance to the LLNJ Executive Board and myself. We realize that this is an area where we have needed some work, and we are striving to improve in this area. Should you ever have any recommendations or suggestions, we would love to hear them, and I would encourage you to reach out to me by phone or email to share them.

**UPCOMING MEETINGS AND EVENTS:**

**Next Executive Board Meeting**

LLNJ's next Executive Board meeting scheduled for January 21, 2021 will be rescheduled. The date and time will be forthcoming. We hope you will join us, on January 21, 2021, in attending the virtual fireside chat celebrating the upcoming retirement of State Librarian Mary Chute.

Our February Executive Board meeting is scheduled for February 18, 2021, at 2:30pm, and will also be held via Zoom. The meeting link will be included on the agenda, which will be posted as the date nears.

**Next Membership Meeting**

LLNJ's next membership meeting will be on Wednesday, June 9, 2021, at 1pm. Information about the meeting, including its agenda, will be forthcoming, as the date nears. It is anticipated that this meeting will be held via Zoom.

You can find our upcoming programs, including MentorNJ events, listed on our Website.