

**New Jersey Library Association (NJLA)
Administration and Management (A & M) Section Meeting
Tuesday, May 9, 2023
In person at Middletown Township Public Library and Virtual via Zoom**

Regular Business

Call to order at 10:00 a.m.

Attendance: Twenty-five (25) members were present, three (3) in person and twenty-two (22) virtual, Section Vice-President Heather Andolsen, Director of Middletown Township Public Library, presiding.

Approval of minutes of March 14, 2023 meeting (no meeting held in April 2023): Head of Library Services at Maplewood Public Library Amanda Eigen moved, and Director of Montclair Public Library Janet Torsney seconded. Approved by acclamation.

Reports

Ally Blumenfeld, Outreach Coordinator of Hoboken Public Library, Section Liaison to the NJLA Executive Board, made a report from the NJLA Executive Board, which is appended to these minutes.

Old Business

- Elections (for 2023 – 2024): Heather Andolsen, President; Amanda Eigen, Vice-President; Secretary (open)
- NJLA Conference Items – Director of Matawan – Aberdeen Public Library Kimberly Paone spoke about a Section mixer at the conference. “OG” (Old Guard) buttons will be handed out to seasoned administrators to highlight their experience, Thursday, June 1, 2023 in early evening.

New Business

- Strategic Planning Presentation by Janet Torsney, Montclair Public Library Director, “Road Map: A New Approach to Strategic Planning”. A good question and answer (Q & A) period followed. The PowerPoint slides to be shared.
- Brainstorm on Marketing to Teens without TikTok. Some alternatives for reaching teenagers were mentioned: contacting the clubs at the high schools, relying on Teen Advisory Board (TAB) to engage friends, etc.
- Meeting Dates: second Tuesdays of month at 10 a. m. virtual and at times hybrid. No meeting in June 2023.
- Topics for upcoming meetings: July 11, 2023 – NJLA conference recap; September 12, 2023 budgeting.

Membership Hearing

There were no individual reports or news.

Next Meeting

Tuesday, July 11, 2023.

Adjournment

Meeting adjourned at 11:00 a. m.

Respectfully submitted by John J. Trause, Secretary of the Administration and Management Section of the New Jersey Library Association (NJLA).