

NJLA
Administration and Management
November 14, 2023, 10:00am
Virtual Meeting via Zoom

Draft Minutes

Attendees: Amanda Eigen (Maplewood), John Trause (Oradell), Melissa Kuzma (Parsippany), Phillip Berg (Main Library Alliance), Sandi Cronce (Willingboro), Will Porter (Sussex County), Karen Mahan (Ocean City), Carolyn Aversano (Edison), Natalie Niziolek (Franklinville), Robin Rockman (Caldwell), Jennifer Podolsky (Princeton), Carissa Schanely (Collingswood), Carolyn Wood (WDFPL), Sarah Lester (Maplewood), Janet Simon (McCoy and Simon)

Regular Business

- Amanda Eigen calls the meeting to order at 10:05am
- Minutes from the October 10, 2023 meeting: Melissa moves to accept the minutes, Phil seconds, all in favor

Reports

- None

New Business

- A secretary for the section is still needed. Anyone who is interested can reach out to Amanda and/or Melissa.
- There was discussion of a day and time change for the monthly meetings.
- **Sarah Lester, Director of the Maplewood Public Library** and **Janet Simon of McCoy and Simon** spoke about the project management process: going out to bid, contracts, working with vendors, creating timelines and schedules, and move in.

Adjournment

- Melissa makes a motion to adjourn, Sandi seconds. Meeting adjourned at 11:00

Next Meeting: Tuesday, January 9, at 10 am

Respectfully submitted by Melissa Kuzma