

**NJLA Reference Section Meeting
August 23, 2021**

Meeting began at 3:05 PM, Monday, August 23, 2021.

Attendees:

Theresa Agostinelli (host), Kate Russo, Kate Jagers, Jennifer Konopacki, Karen Vaias, Eric Schwarz, Brendan McCarty, Stephen Brunskill, Sara Weissman, Danielle Pitter, Teresa Carlton and Lisa Bruckman (taking minutes).

Review of [July minutes](#): **July Minutes approved.**

● **Bylaws & Constitution**

- We have formed a subcommittee to evaluate the [current Bylaws & Constitution](#).
- [Revised version](#) that we will be voting on at our September meeting
- Members: Sherry Johnson, Kate Russo, Karen Vaias, Stephen Brunskill, Lisa Bruckman, Theresa Agostinelli
- Key proposed changes:
 - name change: Reference & Adult Services Section
 - change in wording from our group serving “librarians” to something more inclusive of all library workers.
 - Less restrictive job responsibilities for President and Vice-President
 - Changed number of Members-at-Large from “4” to “up to 5.”

Theresa Agnostelli, President, will give 30 days Notice to all Section Members of the upcoming vote on September 27th on the revised version of the Bylaws and Constitution created by the Subcommittee.

At 3:09 pm on Monday, August 23rd, 2021, President Theresa Agnostelli gave Members of the NJLA Reference Section official Notice of the upcoming Vote to accept or deny the revised copy of the Bylaws and Constitution to be held on September 27th, 2021.

● **NJLA Update: -**

- Kerry Weinstein has volunteered to be the Reference Section Liaison to NJLA
- The Executive Board of the New Jersey Library Association is pleased to announce that a **\$1 million increase in Per Capita State Aid (PCSA), is included in the State of New Jersey’s FY22 Budget**, signed into law by Governor Phil Murphy on June 29, 2021.
- The NJLA Virtual Conference 2021 recordings will continue to be available online through September 30th, 2021.
- NJLA has created a program to Sponsor a Member (for further information: njla.org/sponsor-a-member).

● **Topic Survey Results**

- **Top Results from Reference Section members regarding Discussion Topics for future Meetings reveal the following as suggested themes that members can volunteer to present to our section during future meetings.**
 - ***Please email Theresa Agnostelli to volunteer to present on any of the following topics (agnostellit@gmail.com)***
 - Marketing & Outreach
 - Senior groups, people with disabilities, community partners, newsletters & brochures, community outreach
 - Tech instruction
 - Remote printing solutions
 - Collection development & weeding
 - Building world language collections
 - Local history resources
 - Educating & inform patrons
 - Connecting patrons with external resources and agencies
 - Knowing when to defer to a professional
 - Readers' advisory
 - Partner with RA section
 - Displays
 - Putting markers in place of items

- **Moderator : Karen Vaias, Member-at-Large and Supervising Reference Librarian, Bernards Township Public Library**
 - **Discussion Topic: Weeding Your Collection:**
 - *Resources online:*
 - <https://www.ala.org/tools/challengesupport/selectionpolicytoolkit/weeding>
 - **MUSTIE** Collection Management <https://www.tsl.texas.gov/sites/default/files/public/tslac/ld/pubs/crew/crewmeth08.pdf>
 - **Public Library** Catalog https://www.hwwilsoninprint.com/fic_core.php
 - **Nonfiction** Catalog https://www.hwwilsoninprint.com/pub_lib_non.php
 - **Presentation (Karen Vaias):**
 - **You must Know Your Community to best craft our Collection to their Needs:**
 - the Ethnic makeup;
 - the average Level of Education among Residents (ex., Bernardsville has a large number of engineers);
 - the Political Inclinations of your community;
 - the age demographics of your community;

- the Specific Interests among residents of your community (ex., is there a large population that home schools?, or is retired, or do you live in/ near a college town?);
- Understand your Budget Level (the percent of monies distributed per all interests/ factors above, historically and currently);
- the socio-economic level of your community impacts the community's access to current digital information resources and the general needs of residents to learn/ access these devices through your library.
- The Mission of the Library directs the focus of the collection
- The need for a multilingual collection and percentage distribution of languages spoken within the community:
 - [Sara Weissman suggested that the local School District(s) can best provide this info;
 - School Fairs for newcomers to the community can be an opportunity to offer new residents Library Cards and speak with them to better understand their info needs. [Karen Vais suggested Meetings for Newcomers, new residents in your community, immigrants new to the US/NJ to inform them about community resources]
 - [Lisa Bruckman suggested resourcing with LibraryLinkNJ MentorNJ Immigrant Services discussion group notes/ members regarding best practices in serving a multilingual recent immigrant population in your community to outreach for new populations to be served by your Library.]
 - [Bilingual Storytimes attract additional populations to your Library, adding to community members served.]
 - [Natalie Levine: she uses the American Community Survey to discover the percentage of community population speaking ESL languages "spoken at home": aids her in projecting percentage of acquisitions per multilanguage collection development.]
- Adding to the Collection: Acquisitions following Focus: as above.
- Is there a Weeding Policy or Acquisitions Policy currently in place within your Library?
- Is there any opportunity to rewrite the Weeding/ Acquisitions policy to adapt to current community needs more closely?
- Get an Overview of your current Community Circulation Needs (per the current Collection Use as is, prior to revision of the Collection): a few technology based solutions -
- Use of current ILS software report generating functions
- Use of the reporting of your Consortium membership (if applicable) to generate technology based circulation use within the region covered by Consortium member Libraries: a wider glimpse of regional current Circulation statistics
- Examine the book/materials/ media Reviews from various sources:
- [Brendan McCarty suggested that anyone directing a Weeding/ New Acquisition focus assess the Reviews that guide them by their alignment with the Library

Community they are targeting to increase Library use/ circulation: is the NYT Review applicable to your target audience, or Publishers Weekly, or USA Today? Careful assessment of your target audience for increasing your Library community usage pays off!]

- [Eric Schwartz suggested asking the Library population for direct feedback (surveying, etc) regarding what they would like to see in their community Library.]
 - Karen Vaias suggested that the establishment of an Advisory Group from the Community would also encourage feedback: encourage suggestions from the community but feel comfortable, she advises, in answering “no” regarding Advisory Committee suggestions that are not truly backed by community interest.
 - Examine/ analyze why some editions are not circulating (old editions, info dated?)
 - Fiction/ Non Fiction: check the listing of other Public Libraries’ discards in Fiction or NonFiction titles/ editions
- [Information Equity Conference](#) - Registration is OPEN
 - Free - Open to all LibraryLinkNJ members
 - We are a cosponsor
 - Volunteers - I need two volunteer Zoom host for moderated roundtable discussions
 - Advice requested - forming discussion groups after the event
[Eric Schwartz: suggested creating a wiki(s) to share conference info; Discord as well (<https://discord.com/>) ; (Discord -described as a means to talk over voice, video, and text with various communities.)
- **Discussion**
 - How is everyone doing? How are things going at your library? What programs/projects are you working on?
 - Eric Schwatz commented on public library employees mandated to wear masks per employers; CDC moving toward reissuing masking mandates per unvaccinated/ breakthrough confirmed Case numbers greatly burgeoning in the US.
 - Brendan McCarty commented on increased support for Essential/ Infrastructure status for Library employees.
 - Kate Russo commented on the pushback for mask wearing publicly, Brandon said saw similar at Cumberland County Libraries
 - Karen commented that mask requirements dropped for the public, now only staff required to wear masks.
 - Jannifer Konopacki wondered why more concern for the public than staff in current focus on serving/ satisfying public needs and whims?
 - Brandon mentioned that “Jennifer Brenner”, supervisor, practices a 5 min check-in with her employees per their opinions on current library guidelines.
- **Announcements**

- Eric commented on September generally assigned as “Library Card” month and it’s a good idea to use this as a promotional opportunity in outreach to Library communities.
 - Karen has seen a New Card upgrade kickoff used for library outreach purposes during September.
 - Teresa Carson: BINGO game created (heard per Mary Diaz); Currently an ALA & NJLA Initiative.
 - Karen: patrons can open a Digital Card without an onsite visit at her library - they give patrons the Barcode by email but when next visiting they must pick up the physical card at the Circulation Desk.
- **Future Section Meetings**
 - **Volunteers** needed to present or moderate on different topics for a portion of a meeting.
 - Poll results
 - What topics would you like to see addressed?
 - **September 27, 3-4pm NEXT MEETING: [Voting on Member acceptance of the revised Bylaws & Constitution as drawn up by the Subcommittee (see above for a Summary of the changes to this document!]**
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 - **October: Information Equity Conference**
 - **November 22, 3-4pm**
 - **December - no meeting**