

# NJLA Professional Development Committee Minutes

## Wednesday, April 26, 2023, at 2 p.m.

### Zoom meeting:

<https://us02web.zoom.us/j/82720112519?pwd=-kwdxNtFwbkLQ0e9k1GRcygLvUBD6T.1>

Meeting ID: 827 2011 2519 / passcode: 277922

Phone access: +1 309 205 3325. One tap mobile: +13092053325,,82720112519#,,,,\*277922#

**Start:** 2:02 p.m.

**Attendance:** Jane Jiang (Union College Library), Katherine Kotacska (Middletown Public Library), Sarah Mason (Westminster Choir College Rider University), Kate Mathe (PD committee intern, Rutgers student, Mendham Borough Library) Eric Schwarz (Clarence Dillon Public Library, NJ Department of Transportation Research Library), Susan Vignuolo (Piscataway Public Library).

**Planned absences:** Lisa Thornton, Neil Grimes, Bonnie Lafazan, Deborah Fagnan.

1. **Welcome and introductions.**
2. **Acceptance of minutes from March 22 meeting.**
3. **Intern Program / Leadership and Education Subcommittee - Kate Mathe / Katie**
  - a. Collection development survey writeup by Katie. Katie finished the survey writeup and posted it to our website. Still working on the May survey about advertising, received some feedback from Neil. Hope to get it out in the May or June, then another survey in the fall.
  - b. Future surveys: Advertisement and social media (for all NJLA members). Kate is working with Cassie Collucci on a survey for emerging leaders. Sent draft to Cassie Collucci, now in Cassie's hands.
  - c. Panel on librarians in different roles (requested by Jessica Trujillo), Katie is working with Jessica to develop this panel. As of April 11, planned panelists were:
    - i. Jennifer Salt (Children's Librarian), Middletown Public Library:
    - ii. Marissa Hall (Former Medical Librarian, now Teen Librarian), Middletown Public Library
    - iii. Neil Grimes, Education & Curriculum Materials Librarian at David and Lorraine Cheng Library at William Paterson University
    - iv. David Williams, Digital Initiative & Special Collections Librarian at William Paterson University
    - v. Christine Anderson (Former school librarian, now Adult Reference Librarian), Middletown Public Library
    - vi. Carina Gonzalez (Former School & Academic Librarian), Librarian at Piscataway Public Library
    - vii. Jennifer Baxmeyer (Assistant University Librarian for Metadata Services), Princeton University Library

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- viii. JiHae Ju (Head of Access Services at Princeton Public Library): (15 years in reference and electronic resources before she was promoted to head of technical services)
  - ix. Annalise Berdini (Digital Archivist), Princeton University Library
- d. Update on [Emerging Leaders](#). Kate will try to attend via Zoom and/or in person if her schedule allows. Kate has not been able to work this out in her schedule. Kate will try to meet with the Emerging Leaders cohort at the conference.
- e. The Leadership and Education meetings are on the 2nd Wednesday of the month at 2 p.m. Next meeting: May 10.

### 4. Conference

- a. [2023 Conference](#): May 31-June 2 at Harrah's, Atlantic City. Theme: Sustainably Forward. Two PD Committee programs will be presented at the conference:
  - i. Thursday, June 1, 2023 - 11:00am to 11:50am: Early Career Librarians: Building a Sustainable Career. Calling library students, early career librarians, and those looking to pivot within their career! In this session, a panel of librarians at different stages in their library careers, and who work in different types of libraries, will share their experiences of intentionally building their professional networks and skills to provide a broad base for a sustainable career. Following brief descriptions of their professional journey and best practices for building their own careers the panelists will answer your questions and allow time for networking. Presenter(s): Carina Gonzalez, Piscataway Public Library; Katie Kotacska, Middletown Public Library; Bonnie Lafazan, Springfield Free Public Library; Sarah Mason, Westminster Choir College at Rider University; Lorri Steinbacher, Ridgewood Public Library; Lisa Thornton, Seton Hall University.
  - ii. Friday, June 2, 2023 - 2:10pm to 3:00pm: Addressing Digital Equity at New Jersey Public Libraries. In the coming years, public libraries across the U.S. will be eligible for the 2.75 billion Digital Equity Act federal funding that is a part of the federal Infrastructure, Investment, and Jobs Act (IIJA). Digital equity initiatives developed by New Jersey libraries and librarians can lead efforts to help close the digital divide. Four panelists will discuss their work toward digital equity and inclusion in a moderated session focused on digital equity and digital inclusion. Presenters: Will Porter, Sussex County Library System; Rich Loomis, Somerset County Library System; Doug Baldwin, Piscataway Public Library. Co-sponsored with Emerging Technologies Section.
- b. Kate is doing a poster session at the conference, on the NJLA internship program.
- c. [Registration is open for the conference](#). No virtual option this year.

### 5. Core competencies/library job titles -

- a. [Professional Competencies document](#) (65 pages).

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- b. Deb is doing extensive editing and will continue to work on it with Rosary and Lisa. Deb will send the latest version to Eric to place on the PD Google Shared Drive.
  - c. Possibly put it on our NJLA website under continuing education and resources.
- 6. Professional Development Newsletter / Website - Eric**
- a. Next issue: mid-May. Deadline approximately May 5. Table of contents:
    - i. News including survey.
    - ii. Upcoming Events: NJLA Conference; LLNJ events; others.
    - iii. Conference preview article: Bonnie.
    - iv. Feature Articles: Digital equity (Neil). Article on PD internship (Kate).
    - v. Well, How Did I Get Here?: Crystal Hooper has written a self-profile.
    - vi. Past Events. Maybe Small Libraries unconference from April 26. (Eric asked Bonnie to write or refer him, to someone.) Katie writing about LLNJ mentor mega meetup. Susan spoke on the newish librarian panel, and Susan and Katie liked the self-care discussion, all at the same event. Susan will also write about the April 27 techfest.
    - vii. Professional Development Resources
    - viii. Professional Development Newsletter Editorial Board
  - b. Susan to explore with NJLA newsletter committee whether we can add content to the main newsletter about PD rather than continuing our own newsletter. Maybe we'll have some special issues?
  - c. [Minutes posted to PD website](#) through February 2023.
- 7. PD programs / speaker fund - Eric**
- a. No funding requests since previous meeting (\$2K a year total outside of conference). Per Eric's discussion with Jessica Trujillo, some money from this fund/line item will be used for informational items (flyers, posters, etc.) at the conference.
  - b. Katie is planning the librarians panel (listed above) as a PD event. Still coordinating with Jessica on the format, date, etc. Eric sent Katie the login information for the NJLA YouTube account. However, Katie would need to coordinate with Karen or Brett at NJLA to get past the two-factor authentication.
  - c. Grants workshop - searching for and writing statements for smaller grants (\$1K to \$25K). Neil's idea -- will leave in agenda as a placeholder.
  - d. Possible program on libraries serving the mental health needs of their communities and themselves. (No update -- will leave in agenda as a placeholder).
- 8. Updates from other NJLA committees/sections/task forces**
- a. NJLA meetings are listed on the [calendar](#).
  - b. Email Ashley Mitchell ([amitchell@camdencountylibrary.org](mailto:amitchell@camdencountylibrary.org)) if you want to help edit the [D&O PD Calendar](#).

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9. Updates from NJLA Executive Board - None

10. **LibraryLinkNJ:** Events are listed on the [LLNJ calendar](#).

11. **2023-2024 PD Committee Update** - Katie/Eric

- a. Katie to chair for 2023-2024. Carina to appoint vice chair. [Leadership training](#) set for June 7 at Piscataway Public Library, Kennedy Branch.
- b. Eric and Neil to stay on committee but not as leaders.

12. **Zoom administration** - Eric: The PD Committee (Bonnie or Eric) is responsible for setting up Zoom meeting links for all sections and committees of NJLA. This is manageable, but if/when NJLA gets more staff, maybe it can be a staff function.

13. **Future meetings for the 2022-2023 term** (July 1, 2022, through June 30, 2023)

- a. All meetings will have the same link and phone details. See info at top of this agenda.
- b. Future meetings, all Wednesdays at 2 p.m. via Zoom:
  - i. May 24, 2023 (4th Wednesday of the month)
  - ii. June 28, 2023 (4th Wednesday of the month)

14. **Adjournment:** 2:57 p.m.

## 2022-2023 committee members:

Deborah Fagnan (Sussex County Library), Jill Faherty (South Orange Public Library), Neil Grimes (William Paterson University Library), Jane Jiang (Union College Library), Katherine Kotacska (Middletown Public Library), Bonnie Lafazan (Springfield Public Library), Sarah Mason (Westminster Choir College Rider University), Barbara Pickell (Red Bank Public Library), Eric Schwarz (Clarence Dillon Public Library, NJ Department of Transportation Research Library), Lorri Steinbacher (Ridgewood Public Library), Seth Stephens (Jefferson Township Public Library), Lisa Thornton (Seton Hall University Library), Rosary Van Ingen (Hoboken Public Library), Susan Vignuolo (Piscataway Public Library).

Last Name	First Name	Library	Email	Position	Current Term Starts	Current Term Ends	Previous Terms Served
Fagnan	Deborah	Sussex County library system	dfagnan@sussexcountylibrary.org		2021	2023	
Grimes	Neil	William Paterson	grimesn@wpunj.edu	Co-Chair	2022	2023	

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		<b>University</b>					
Kotacska	Katherine	Middletown Public Library	kkotacska@mtpl.org	Vice Chair	2021	2023	
Mason	Sarah	Westminster Choir College Rider University	smason@rider.edu		2021	2023	
Pickell	Barbara	Red Bank Public Library	bj49nj@yahoo.com		2021	2023	
<b>Schwarz</b>	<b>Eric</b>	<b>Clarence Dillon Public Library</b>	<b>eschwarz@dillonlibrary.org</b>	<b>Co-Chair</b>	<b>2022</b>	<b>2023</b>	Yes
Stephens	Seth	Jefferson Township Public Library	seth.stephens@jtpl.mainlib.org		2021	2023	
Thornton	Lisa	Scotch Plains Public Library	lthornton@scotlib.org		2021	2023	
Van Ingen	Rosary	Hoboken Public Library	rosary.vaningen@hoboken.bccls.org		2021	2023	
Faherty	Jill	South Orange Public Library	jpeacock.librarian@gmail.com		2022	2024	
Jiang	Yu	Union College Library	yu.jiang@ucc.edu		2022	2024	
Lafazan	Bonnie	Springfield Public Library	blafazan@springfieldpubliclibrary.com		2022	2024	
Steinbacher	Lorri	Ridgewood Public Library	lsteinbacher@ridgewoodlibrary.org		2022	2024	
Vignuolo	Susan	Rutgers University	susan.vignuolo@rutgers.edu		2022	2024	
Trujillo	Jessica	Edison Public Library	president@njlamembers.org	NJLA President			ex officio
Gonzalez	Carina	Piscataway Public Library	librariancarina@gmail.com	NJLA VP/President-Elect			ex officio
Bonfield	Brett	NJLA	njladirector@njla.org	NJLA ED			ex officio
Becker	Cynthia			Conference			ex officio

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**Intern:** Kate Mathe (Rutgers student, Mendham Borough Library).

**Ex officio members:**

Cynthia Becker (Bradley Beach Library), Brett Bonfield (NJLA Executive Director), Carina González (Piscataway Public Library), Allen McGinley (Westfield Memorial Library, NJLA Executive Board Liaison), Jessica Trujillo (Edison Public Library).