

2019 BCCLS Committees & Charges

ADULT SERVICES COMMITTEE (ASC)

Lorri Steinbacher	Ridgewood	Co-Chair
Jessica Bielen	Livingston	Co-Chair
Laura Chumas	Allendale	
Bill Fischer	Bergenfield	
Joan Dorfman	Bloomfield	
Julia Nock	Closter	
Julie Whitehead	Dumont	
Kerry Weinstein	Fort Lee	
Leann Lydon	Garfield	
Dawn Petretti-Silvera	Glen Ridge	
Cathy Folk-Pushee	Hackensack	
Gina Gerard	Hawthorne	
Anna Kim	New Milford	
Margaret Rose O'Keefe	BCCLS	

Overview: Works on issues related to adult services, including professional development, programming and collection management. Incorporates aspects of Collection Development and Reference (“CD&R”). Works closely with eBCCLS and recommends adult eBooks, eAudio and eMagazines (“eContent”) for purchase.

Charges for 2019:

1. Staff development and training focusing on collection development, reader's advisory, customer service, and other services to adult users. This may include developing training programs for key basic skills that are reproducible (with freedom to incorporate changes to account for new developments or personalities of presenters) for future committees or even reproducible at the library level.
2. Collection development: provide regular weeding and selection tips, including e-book recommendations and possibly streaming and other online options for members to consider.
3. Assist eBCCLS with the selection of adult eContent materials for the shared core collection.
4. Develop and maintain a repository of high-quality adult programs and vendors that libraries can draw on, including ideas for staff-led programs that allow libraries to develop cost-effective in-house programs.

ADVOCACY & GOVERNMENT RELATIONS COMMITTEE (A&G)

Judah Hamer	Rutherford	Co-Chair
Amy Babcock Landry	Livingston	Co-Chair
Patricia Durso	Allendale	
Holly Belli	Bloomfield	
Mark Curiale	Hoboken	
Elysse Fink	Leonia	
Tom Madru (Trustee)	Park Ridge	
Dave Hanson	BCCLS	

Overview: Provides public-facing advocacy that supports increased awareness of library issues, including sustainability and public funding. Combines the previous Friends, Trustee Development, Government Relations and PR committees into a single committee that can better coordinate all aspects of outward-facing advocacy.

Charges for 2019:

1. Host Advocates Day in March 2019 to promote awareness of library issues to elected officials and other key stakeholders.
2. Work with NJLA to advocate for the restoration of full funding of per capita state aid.
3. Distribute timely, relevant information related to the Library Construction Bond Act. Prepare an informational program with best practices to submit a winning grant application.
4. Keep members informed of opportunities for advocacy on local and state levels.
5. Based on the response to Advocacy Day this year, consider planning a similar event for 2020.

Commitment Expected: Meets regularly throughout the year.

Who may join: Open to all trustees, directors and staff who are interested in outreach and advocacy to friends, trustees, elected officials and other stakeholders. Up to 12 members.

BYLAWS COMMITTEE

Gerry McMahon
Terrie McColl
John Trause
Judah Hamer
Kathleen McGrail
Dave Hanson

Franklin Lakes Chair
New Milford
Oradell
Rutherford
Upper Saddle River
BCCLS

Overview: This is a standing committee established in Bylaws to recommend amendments to the Bylaws as needed and proceed with a full review of the Bylaws every two years.

Charges for 2019:

1. Conduct a comprehensive review of the Bylaws. Perform scrivener's corrections as necessary to ensure uniformity and consistency throughout the document.
2. Recommend changes as may be necessary based on changes to the status of LibraryLinkNJ and other statewide library network services.
3. Review and propose mechanisms that would ensure member libraries and contracting municipalities meet requirements established in Bylaws.

Commitment Expected: Meets as necessary.

Who may join: Open to directors. 6-8 members.

DELIVERY TASK FORCE (DTF)

Stephanie Bellucci	Cliffside Park	Chair
Adele Puccio	Fair Lawn	
Gerry McMahon	Franklin Lakes	
Ellen O'Keefe	Glen Rock	
Gretchen Kaser	Ho-Ho-Kus	
Sarah Lester	Maplewood	
Len LoPinto	Paramus	
Peter Coyl	Montclair	
Terrie McColl	New Milford	
Judah Hamer	Rutherford	
Eric Lozauskas	BCCLS	
Christine Zeni	BCCLS	

Overview: Oversees the implementation and culmination of the BCCLS Internal Delivery Service while being mindful of cost-containment vs. level of service.

Charges for 2019:

1. In concert with the BCCLS staff and the Policies & Procedures Committee, establish procedures for delivery (packing, labeling, sorting, etc.). Develop procedures for responding to ILL requests from non-BCCLS libraries.
2. Host small group meetings with the representative from each library that is primarily in charge of delivery, to gain input for system design.
3. Monitor the delivery costs and how they align to those projected for a possible bill reduction in the fourth quarter.
4. Work with the finance committee to determine if equally billing delivery costs to all members, in 2020, is sustainable. Explore sources of external funding such as grants and corporate sponsorship to offset the cost to member libraries.
5. Where possible, respond to requests from non-BCCLS libraries/consortia regarding consultation services.
6. Monitor the state of JerseyCat and any potential implication to the BCCLS delivery service.

Commitment Expected: Will meet at least once every other week through June 30, 2019 to assist with the transition from development to implementation. Will meet monthly after June 30 to review effectiveness of the service and recommend enhancements.

Who may join: Current Task Force members preferred, for continuity, unless there is a vacancy. 10-12 members including BCCLS liaisons.

DIVERSE & UNDERSERVED POPULATIONS COMMITTEE (DUP)

Lisa Hoffman	Bloomfield	Co-Chair
Sara Rimassa	Fort Lee	Co-Chair
Sherri Kendrick	Cliffside Park	
Deborah Leary	Closter	
Kim Livingston	Cresskill	
Kristin Nelson	Fairview	
Kevin Cosenza	Hawthorne	
Katie Piano	Palisades Park	
Omar Khan	Ridgefield Park	
Jose Romero	West Orange	
Kirsten Fagerlund	BCCLS	

Overview: Works on multifaceted issues relating to diversity and underserved populations. Examples include homeless, special needs, LGBTQ+, new Americans, ESL/ESOL and other underserved populations identified by the Committee. Note that there is a separate task force reviewing World Languages.

Charges for 2019:

1. Develop staff training, programs, outreach that support library services to diverse and underserved populations.

Commitment Expected: Meets regularly throughout the year.

Who may join: Open to all directors and staff who are interested in diverse and underserved populations. 10 - 12 members.

eBCCLS COMMITTEE

Molly McKenney	Upper Saddle River	Co-Chair
Alexandra Bickel	Mahwah	Co-Chair
Tim Baek	Closter	
Elizabeth Portelli	Fair Lawn	
Aimee Harris	Hoboken	
George Galuschak	Montvale	
Holly Pizzuta	Weehawken	
Mary-Jean Gurzenda	West Orange	
Margaret Mellett	Wood-Ridge	
Eric Lozauskas	BCCLS	

Overview: eBCCLS will maintain a high-level overview of the BCCLS eContent collection, including working closely with Adult and Youth Services on content selection and with the BCCLS staff on ensuring appropriate use of resources.

Charges for 2019:

1. Continue to monitor the eContent marketplace. Keep membership informed of new platforms and services that may be appropriate for consideration for the entire system or individual member libraries.
2. Present continuing education programs on collection development aspects of eContent platforms so that member libraries may make effective use of local funds when purchasing for member libraries' collections.
3. Work closely with Adult and Youth Services to coordinate selection of high-quality eContent for the shared eBCCLS collection.
4. Work closely with BCCLS staff to ensure appropriate use of shared resources.

Commitment Expected: Meet regularly throughout the year. May meet often when evaluating new eContent platforms.

Who may join: Open to all directors and staff who are interested in the growing use of eContent. 10 - 12 members.

ELECTIONS COMMITTEE

Lori Quinn	Waldwick	Chair
Christine Hartigan	East Rutherford	
Gerry McMahon	Franklin Lakes	
Chris Doto	Park Ridge	
Darlene Swistock	BCCLS	

Overview: This is a standing committee established in Bylaws to oversee the implementation of election procedures.

Charges for 2019:

1. Call for nominations to the Executive Board. In the event that there are fewer candidates than open seats, solicit nominations from membership.
2. Coordinate online voting for Executive Board members and officers. In the event that a seat is vacated, coordinate voting for a replacement.

Commitment Expected: Meets as necessary to call for nominations to Executive Board and coordinate the election process as needed

Who may join: Open to directors who are not running for Executive Board only. 3 - 4 members.

FRIENDS & TRUSTEES COMMITTEE (F&T)

Ellen O'Keefe	Glen Rock	Co-Chair
Tom Madru (Trustee)	Park Ridge	Co-Chair
Emiliana Tuohey	Fair Lawn	
Georgene Betterbed (Friend)	Glen Rock	
Lisa Traina (Friend)	Hasbrouck Heights	
Larry Bergmann (Trustee)	Livingston	
Peter Wendrychowicz (Trustee)	Mahwah	
Mike Banick	Millburn	
Jeanne Sylvester	Nutley	
Jenifer May	Secaucus	
Lynn Kloss (Friend)	Teaneck	
Darlene Swistock	BCCLS	

Overview: The Friends & Trustees Committee supports the growth and development of library trustees, friends and allied support groups through awareness of state and local library initiatives and through regular programs oriented specifically towards these groups.

Charges for 2019:

1. Work with Scholarship Committee to host Annual Friends Breakfast in October.
2. Provide regional continuing education opportunities for Trustees that support the state requirement of 7 CE hours per year.
3. Continue to build awareness of best practices on how to successfully advocate among trustees, friends and elected officials for increased funding under the Johnson Legislation passed in 2017.
4. Research and present a program on fostering thriving Friends organizations that build and strengthen relationships with the library board, director, staff and the public.
5. Research and present a program on library foundations. What roles do foundations serve in the long-term support of public libraries? What's the difference between a friends group and a foundation? What are the concerns with starting a foundation? Is a foundation right for your library?

Commitment Expected: Meets as necessary to fulfill the charges.

Who may join: Open to trustees, friends, directors and staff who are interested in ensuring that all key stakeholders remain informed and active proponents of library services. 10-12 members.

LIBRARY ADMINISTRATION, MANAGEMENT & PERSONNEL COMMITTEE (LAMP)

Gretchen Kaser	Ho-Ho-Kus	Co-Chair
Allison Moonitz	Bergenfield	Co-Chair
Stephanie Bellucci	Cliffside Park	
Catherine Dodwell	Dumont	
John Arthur	Englewood	
Ellen O'Keefe	Glen Rock	
Lina Podles	Hoboken	
Susan Kumar	Palisades Park	
Julie Marallo	Tenafly	
Kirsten Fagerlund	BCCLS	

Overview: LAMP committee provides opportunities for professional growth that is not already covered by other committees, such as BCCLS' supervisory training program.

Charges for 2019:

1. Prepare, compile and distribute the annual salary survey.
2. Present and/or co-sponsor programs on topics relating to library administration, management and personnel for directors, management staff and/or trustees as indicated by topic.
3. Evaluate success of BCCLS' revised supervisory training program based on feedback from 2018/19 cohort. Make recommendations for further refinements for future years. Depending on demand, plan similar training for 2019/20.
4. Continue Community Circle Director Breakfasts.
5. Work with ED and BCCLS staff to coordinate biannual new directors' orientation meetings with essential information for new directors, including FAQs on legal resources, BCCLS organization and services.

Commitment Expected: Meets on a regular basis throughout the year.

Who may join: Open to directors interested in administration, management and personnel issues. 10 - 12 members.

POLICIES & PROCEDURES COMMITTEE (P&P)

Jennifer Breuer	Glen Ridge	Co-Chair
Amanda Eigen	Maplewood	Co-Chair
Lois Alexander	Bergenfield	
Jessica Czarnogursky	Bloomfield	
Laurie Leon	Dumont	
Amy Fletcher	Hawthorne	
Kathryn Ennist	Hillsdale	
Rosary Van Ingen	Hoboken	
Melissa Brisbin	Livingston	
Dave Fisher	Mahwah	
Catherine Dileo	Midland Park	
Giulia Bombace	Montvale	
Lynn Reiff	Norwood	
Valerie Danhart	Paramus	
Deepti Dutta	River Vale	
Jen Overton	Roseland	
Samantha McCoy	West Caldwell	
Debra Sarr	West Orange	
Mike Grgurev	BCCLS	

Overview: This is a standing committee established in Bylaws to recommend and implement policies and procedures relevant to the membership.

Charges in 2019:

1. Conduct annual review of library materials replacement costs.
2. Conduct ongoing review of P&P. Recommend changes as necessary for uniformity and consistency throughout the document.
3. Review policies regarding uniformity (fines, renewals, loan periods, etc.). Conduct small group meetings in order to receive feedback and build consensus regarding moving towards greater uniformity.
4. Work with Delivery Task Force to revise policies and procedures relevant to delivery.
5. Review, revise, and develop policy regarding cataloging and adding bibliographic records to the database.
6. Working with the Personnel and Finance committees, develop policy for reimbursing member libraries for program and meeting refreshments.

Commitment Expected: Very active group that meets on a regular basis throughout the year. Members are expected to work on projects between meetings as well.

Who may join: Open to all directors and staff interested in system-wide policies and procedures. 10 - 12 members.

SCHOLARSHIP

John Trause	Oradell	Co-Chair
Becky Karpoff	Paramus	Co-Chair
Chris Hartigan	East Rutherford	
Wendy Hollis	Hawthorne	
Cindy Greenwald	Hillsdale	
Caitlin Hull	Maywood	
Sai Rao	North Bergen	
Betty Ralph (Trustee)	Paramus	
Darlene Swistock	BCCLS	

Overview: Administers the BCCLS scholarships.

Charges in 2019:

1. Request and review applications for BCCLS Scholarships. Award Scholarships according to criteria approved on 9/20/2001.
2. Work with Friends & Trustees Committee to host annual Friends Breakfast in October 2019.
3. Review guidelines for the amount of individual scholarships, consider sunsetting named scholarships that are no longer funded, consider offering fewer scholarships of greater value.

Commitment Expected: Meets as necessary.

Who may join: Open to all directors and staff interested in awarding scholarships to up-and-coming librarians. 4 - 6 members.

STRATEGIC PLANNING COMMITTEE (SPC)

Chelsea Coleman	Bogota	Chair
John Arthur	Englewood	
Chris Yurgelonis	Fort Lee	
Mike Banick	Millburn	
Peter Coyl	Montclair	
Terrie McColl	New Milford	
Sai Rao	North Bergen	
Peter Havel	Oakland	
Susan Meeske	Old Tappan	
Ann McCarthy	River Vale	
Jenifer May	Secaucus	
Laura Leonard	Wyckoff	
Dave Hanson	BCCLS	

Overview: Will work closely with the BCCLS Executive Director to draft the next Strategic Plan for BCCLS.

Charges in 2019:

1. Review BCCLS history, its current strategic plan, and the future of the organization within the context of the rapidly changing world of public libraries.
2. Draft a new Strategic Plan to be used by the Executive Director and Executive Board to guide future growth and success of the organization for review and approval by the System Council.

Commitment Expected: Very active committee from March - August. Meets at least once a month and often works on projects in between meetings in order to draft a new Strategic Plan before the September System Council meeting.

Who may join: This is a committee of directors specifically selected by the BCCLS President and Executive Director to represent the broad spectrum of BCCLS members.

TECHNOLOGY & DIGITAL SERVICES COMMITTEE (Tech)

Matthew Latham	Leonia	Co-Chair
Joseph Emery	Livingston	Co-Chair
Rita Browning	Cresskill	
Christopher Elford	Fort Lee	
Kristen Rasczyk	Glen Rock	
Phillip Mendez	Hoboken	
Alan Bernstein	Maywood	
Christie Tenewitz	Paramus	
Kathryn Cannarozzi	Rochelle Park	
Marcia Literati	Tenafly	
Veronica Potenza	Wyckoff	
Joseph Palmer	BCCLS	

Overview: Provides technology services and resources to help libraries, patrons, and staff.

Charges in 2019:

1. Review means, standards, and procedures in which both BCCLS and member libraries can use technology to deliver efficient, effective and timely services.
2. Identify, evaluate and recommend new and emerging technologies that would allow BCCLS to provide improved services, or to deliver services more efficiently.
3. Develop training programs and/or supply information to the membership regarding various technologies.
4. Create criteria for three tiers of BCCLS library technology levels and establish the effective ways to support each tier.

Commitment Expected: Very active committee. Meets at least once a month and often works on projects in between meetings.

Who may join: Open to all directors and staff interested in technology, digital- and web-based services. 20 - 25 members.

WORLD LANGUAGES TASK FORCE (WLTF)

Paul Shaver	Montvale	Co-Chair
Morris Balacco	Fort Lee	Co-Chair
Kiwon Kim	Cresskill	
Rola Salloum	Mahwah	
Elynn Park	Palisades Park	
Daragh O'Connor	River Edge	
Rafat Ispahany	Tenafly	
Lana Peker	West Orange	
Yumi Choi	BCCLS	

Overview: The World Languages Committees supports the work of member libraries that seek to develop and expand collections and services in languages other than English. The Committee promotes access to world language materials and services among the BCCLS community.

Charges for 2019:

1. Produce bi-monthly or quarterly list of recommended titles in the most widely collected world languages.
2. Produce a list of reputable vendors providing world language materials in the most popularly spoken languages in Bergen County.
3. With the Scholarship Committee, explore the possibility of establishing scholarship opportunities for bilingual library staff, particularly those who speak the most popular languages spoken in Bergen County.
4. Host a World Languages event to promote library and information services to speakers of world languages.
5. Work with Adult and Youth Services to identify individuals and organizations that provide high-quality programming in languages other than English.

Commitment Expected: As necessary to fulfill charges.

Who may join: Open to all directors and staff interested in World Languages. 10 - 12 members.

YOUTH SERVICES COMMITTEE (YSC)

Kate Senedzuk	Hasbrouck Heights	Co-Chair
Emily Pepe	Northvale	Co-Chair
Bob Huber	Bergenfield	
Lupita O'Brien	Closter	
Michelle Jurgensen	Cresskill	
Korine Stopsky	Dumont	
Esperanza Pacheco	Englewood	
Kate Nafz	Fair Lawn	
Kim Iacucci	Fort Lee	
Lauren Magielnicki	Garfield	
Gladys Cepeda	Hackensack	
Mari Zigas	Hackensack	
Oretta Brown	Hasbrouck Heights	
Denise Lester	Haworth	
Alyssa Harvey	Ho-Ho-Kus	
Joe O'Brien	Livingston	
Caitlin Siciliano	Mahwah	
Danielle Fisher	Maywood	
Janis Werner	Millburn	
Imani Hardaway	New Milford	
Sunkyung Roh	New Milford	
Alyssa Bayer	North Arlington	
Emily Pepe	Northvale	
Rachel Stephenson	Palisades Park	
Allison Tansey	Palisades Park	
Deborah Tarabocchia	Paramus	
Tyne Runfeldt	River Vale	
Jacqueline Quinn	Teaneck	
Allyssa Battaglia	Washington Township	
Richelle DeFrank	West Caldwell	
Margaret Rose O'Keefe	BCCLS	

Overview: Works on issues related to youth services, including professional development, programming and collection management. Incorporates aspects of Collection Development and Reference ("CD&R"). Works closely with eBCCLS and recommends children's and young adult eBooks, eAudio and eMagazines ("eContent") for purchase.

Charges for 2019:

1. Present Caldecott, Newbery, and Printz Mock Awards program.
2. Plan and present programming of interest for children and/or YA library staff.
3. Establish and maintain a repository of high-quality youth programs and vendors that libraries can draw on, including ideas for staff-led programs that allow libraries to develop cost-effective in-house programs.
4. Assist eBCCLS with the selection of children's and young adult eContent materials for the shared core collection.
5. With the Technology Committee, identify, evaluate and recommend software that member libraries can opt to use to manage summer reading programs.
6. Provide a venue for youth services providers, new and old, to meet and share experiences and ideas and promote professional development.
7. Continue annual joint meeting with appropriate committees, as needed.

Commitment Expected: Meets regularly throughout the year.

Who may join: Open to all staff interested in children's and young adult services. Up to 30 members.