

**STELLA  
EXECUTIVE BOARD MEETING  
Fanwood Memorial Library  
December 19, 2025  
MINUTES**

**MEMBERS PRESENT:**

Megan Kociolek – Clark  
Allan Kleiman – Edison  
Michael Bobish- Highland Park  
Chuck Dolan – Middlesex College  
Karen Klapperstuck – Monroe Township  
Michelle Willis – Scotch Plains  
Karin Finnegan – Spotswood

**MEMBER ABSENT:**

Eleni Glykis – Elizabeth

**STELLA STAFF PRESENT:**

Eric Lozauskas  
Atul Shiva  
Jonathan Upton

**GUESTS:**

Christal Blue – Hillside  
Lorraine Ruiz – Kenilworth

President Megan Kociolek called the meeting to order at 9:03 a.m.

**APPROVAL OF THE AGENDA:** (Document#25-87)

Megan Kociolek presented the agenda for the December 19, 2025 meeting. The agenda was approved by mutual agreement.

**MINUTES OF THE PREVIOUS MEETING:** (Document#25-88) The Board reviewed the November minutes. Michelle Willis moved to approve the minutes from the November 20, 2025, Executive Board meeting. Karen Klapperstuck seconded the motion. All members were in favor. The motion carried.

**TREASURER’S REPORT:**

- a. **November Budget Reports:** (Document#25-89) Karen Klapperstuck referred members to the budget report in the meeting packet and asked board members if they had any questions. There were no questions. The budget report was filed for audit.

- b. **December Bill List:** (Document#25-90) Karen presented the Bill List. Megan asked what Everything2go.com is; Eric responded that it was for the furniture. There were no other questions. Allan Kleiman moved to approve the December Bill List. Michelle Willis seconded the motion. All members were in favor. The motion carried.

**DIRECTOR'S REPORT:** (Document#25-91)

Eric reported that the New England/Northeast Regional Innovative User Group meeting was successful. STELLA staff talked with a lot of other customers and representatives from Innovative. There was a lot of agreement for functional developments. STELLA hopes the meeting will move further south in the future.

The time and print management RFP vendors have been narrowed down to two. Eric hopes to have demo soon, and is working out the financials because they're priced using different models. He hopes to have something for the next meeting.

Envisionware provided a demo of their platform and on-premise print management. They brought equipment to the office, which has since been returned.

Westfield has gone live with Google Workspace. Eric introduced Atul, who was involved in the process.

Christy and Mei have worked out a detailed process for importing student records into Polaris, along with a simplified form to send info to STELLA. They are working out policies such as how long users should be valid.

MuseumKey renewals are due, and Elisa has been contacting libraries. Eric said now would be a good time to for libraries to get MuseumKey if they are interested.

New reports are available. Mei been working on developing them. There is a useful one for holds with no items available. They can be found under SSRS, custom, and holds.

There is a new email series from the Bibliographic Committee that Tricia has been sending out, offering informational sheets covering cataloging policies, guidelines, and helpful tips.

Jonathan has been investigating platforms for the next website and intranet, and is looking at a learning management system (LMS). He has installed a Moodle instance in the office for testing.

StackMap is now in place at Monroe. Eric said anyone who is interested in seeing how it works should check Monroe's collection site. Megan asked if it will work with RFID, and Eric said it will, but it doesn't sense the books on the shelves.

Eric reported that the stolen LLNJ delivery van was recovered, and all of the materials were still inside. STELLA will be running reports of the items that were on the van so we can make sure none were lost.

Eric has been speaking with Brodart, but they are at capacity and are no longer accepting new customers. They're building a new warehouse soon, but in meantime a book leasing service is available through them from McNaughton. There is a flat price of \$18.95 per book, with 20% retention (you can keep 20% of the books). It is ideal for multiple copies of items like bestsellers that you wouldn't want permanently – that is their focus. Most are two-day delivery, some are three-day. Eric will coordinate a webinar with them after the new year. Allan mentioned that Edison has been doing that for years, and it has worked well. He said anyone with questions can reach out to him or Radha.

OverDrive renewal and Advantage+ -- LibraryLink has decided to renew with OverDrive for two more years. Eric negotiated with them. He was unable to get platform fee down, but negotiated free Advantage+ accounts for every member of the consortium. Normally a purchase would be required. Megan said that MAIN has their own Libby platform and are not in eLibraryNJ, but she's heard they have shorter wait times; she asked about investigating that. Eric said we're the heaviest users of eLibraryNJ, so it works to our advantage right now, but we can investigate that in the future. Michelle Willis noted that Scotch Plains monitors OverDrive holds and buys additional copies based on that. Megan said that purchasing on a CPC license sometimes works out better than Hoopla.

Eric referred members to the statistics. Most stayed the same; there were fewer bibs added, but a lot were added last month.

**COMMITTEE REPORTS:**

Megan reported that the Strategic Plan will be presented at the membership meeting.

**OLD BUSINESS:** None.

**NEW BUSINESS:**

Eric presented the holiday schedule, noting that there were no changes, only updated dates. Allan Kleiman moved to approve the 2026 holiday schedule. Michelle Willis seconded the motion. All members were in favor. The motion carried.

**OTHER:** None.

**COMMUNICATIONS:** None.

**ANNOUNCEMENTS AND MEMBERSHIP:** None.

**ADJOURNMENT:** Allan Kleiman moved to adjourn the meeting. Karin Finnegan seconded the motion. All members were in favor. The meeting adjourned at 9:22 a.m.

Respectfully submitted,  
Chuck Dolan, Secretary