

OCEAN COUNTY LIBRARY COMMISSION

Monday, August 17, 2015

AGENDA

- I. Open Public Meetings Act
- II. Roll Call and Announcements
- III. Approval of Minutes, Regular Meeting, July 20, 2015
- IV. Approval of Financial Statement, July, 2015
- V. Personnel Actions
- VI. Action on Bill List #8
- VII. Ratification of Salary Expenditures
- VIII. Director's Report
 - A. Policies:
 - 1) *Ocean County Library Smoke and Tobacco Free Library Campus*
 - 2) *Naming Rights*
 - B. Facilities and Technology:
 - 1) Toms River replacement carpeting project
 - 2) New Makerspace in Toms River Branch
 - 3) Kronos Timekeeping system
- IX. Communications
- X. New Business

Resolutions

- A. Authorize a resolution to go to bid for door counters for various branches;
- B. Authorize a resolution honoring Kathi Frampton, Principal Library Assistant, Stafford Branch who retires on September 1, 2015, after 25 years of service to the Ocean County Library;
- C. Authorize a resolution for participation with the County of Ocean in the purchase of Electric Generating Services;
- D. Authorize the Library to apply for a matching dollar-for-dollar grant in the amount of \$1,680.00 with the Ocean County Cultural & Heritage Commission for the purpose of digitizing reels of the Lakewood Citizen, the New Egypt Press, and the Ocean County Review, making the collection available in digital format for patrons;

Bid Awards / Change Orders / Contracts

- E. Approve Award of Bid for twenty (20) Self-checkout units to 3M Company for a two (2) year period at a total yearly rate of \$27,480.00;

Approvals

- F. Approve the Ocean County Library's 2015-2020 Facilities Plan;
- G. Approve Kyleigh Langrick, who works in the Children's and Youth Services, Department of the Fawcner Library, Moreland City, Melbourne, Australia to research the effect of Hurricane Sandy on the Ocean County Library using the Library's archives and visiting the Upper Shores Branch and the Bay Head Reading Center;
- H. Approve the New Jersey Division of Vocational Rehabilitation to hold walk-in assistance sessions in the meeting rooms of various branches for the purpose of making the public aware of their services in providing career services for persons with disabilities in October and November 2015;
- I. Approve partnership between the Ocean County Library and the Rescue Mission of Trenton to for a collection bin to be placed at the Jackson Branch from Thursday, October 15, 2015, through Sunday, November 15, 2015, to collect clothing for recycle / donation;
- J. Approve the Long Beach Island Branch to be open after hours on Sunday, October 18, 2015, from 1:00 p.m. to 6:00 p.m. for the Annual Friends of the Island Library Open House;
- K. Approve the Toms River Branch's Lobby and Library Café to be open after hours on Saturday, October 31, 2015, from 5:00 p.m. to 9:00 p.m. for the Township of Toms River's Halloween Parade.
- L. Approve closing the Toms River Branch at 5:00 p.m. and opening the branch's Lobby and Library Café after hours on Monday, November 2, 2015, from 5:00 p.m. to 9:00 p.m. for the Township of Toms River's Halloween Parade (Rain Date).
- M. Approve the Long Beach Island Branch to become a 2016 member of Passport LBI;
- N. Approve the Toms River Branch to be open after hours on Friday, November 20, 2015, from 5:00 p.m. to 9:00 p.m. for the "Fan Nation" Dr. Who event.
- O. Approve an addition to the Ocean County Library's General Policy Manual adding Section A.24 - Ocean County Library Naming Rights;
- P. Approve an addition to the Ocean County Library's General Policy Manual adding Section A.25 - Ocean County Library Smoke and Tobacco Free Library Campus;
- Q. Approve an update to the Ocean County Library's Personnel Policy, Section B.18 – Smoking Policy;

Donations

- R. Accept a donation of \$200.00 from Jean Hecht and the Hecht Family Foundation;
- S. Accept a donation of \$1,000.00 from the Silbert Family in memory of Ivan L. Schwartz for the Barnegat Branch to purchase equipment / furnishings;
- T. Accept a \$200.00 donation from Judith Chambers for the Stafford Branch to be used at the Branch's discretion;
- U. Accept a donation of \$950.00 from the Tuckerton Library Association in honor of long time member and past president Shirley A. Hanadel for Tuckerton children / teen programming, crafting supplies, and appreciation materials;

V. Accept a donation of an 11" x 9" print of an acrylic painting by local artist Tom Seiz that he did of a Long Beach Island beach scene to the Long Beach Island Branch. This painting is valued at \$50.00;

XI. Old Business – Request to extend service hours at the Upper Shores Branch

XII. Public Comment

XIII. Closed Session.

XIV. Adjourn

Enclosures in August 12, 2015, Mailing:

1. 2015-2020 Facilities Plan
2. Proposal & email by Kyleigh Langrick to research the role of public libraries in disaster management
3. 2015 Mid-Year Report
4. OCL Smoke and Tobacco Free Library Campus Policy
5. Naming Rights Policy