

OCEAN COUNTY LIBRARY COMMISSION

Tuesday, August 30, 2016

Rescheduled from August 16, 2016

AGENDA

1. Open Public Meetings Act
2. Roll Call and Announcements
3. Approval of Minutes, Regular Meeting, July 19, 2016
4. Approval of Financial Statement, July 2016
5. Personnel Actions
6. Action on Bill List #8
7. Ratification of Salary Expenditures
8. Director's Report
 - A. 2016 Mid-Year Statistics
9. Communications
10. New Business

Resolutions

- A. Authorize a resolution honoring Richard Bernaudo, Librarian 2, Brick Branch who retires on September 1, 2016, after 14 years of service to the Ocean County Library;
- B. Authorize the Library Director or her designee to prepare and advertise for Request for Proposals (RFP) for a new Accounting Software System;
- C. Authorize Brinkerhoff Environmental Services of Manasquan, under the County of Ocean Contract # PP2016-115 to conduct Indoor Air Quality (IAQ) testing at the Brick Branch;

Bid Awards / Change Orders / Contracts

- D. Approve Award of Bid for Janitorial services for the period of September 1, 2016, through August 31, 2017, with a second year renewable option, to the following, as reviewed by the Ocean County Library's Purchasing Department:
 - Region I (B, PX, P, UP) – BBC Cleaning, yearly cost = \$58,524.00
 - Region II (BKY, BD, LA, WA, BGT) – BBC Cleaning, yearly cost = \$42,960.00
 - Region III (STF, LBI, TU, LEH) – United Services, yearly cost = \$36,502.44
 - Region IV (MA, PL, LAK, JA, WH) – BBC Cleaning, yearly cost \$126,135.00
 - Region V (TR) – All Clean Building Services, yearly cost, \$103,542.00
- E. Approve Award of Bid for Library Collection Performance Software to Baker & Taylor, LLC for collectionHQ for a three (3) year period at a yearly rate of Thirty Thousand Six Hundred Dollars (\$30,600.00), and a one-time fixed fee of Seven Thousand Five Hundred Dollars (\$7,500.00) for implementation and training;

Approvals

- F. Approve the Beachwood Branch to open at 9:00 a.m. before normal library hours on Saturday, October 15, 2016, for the Friends of the Beachwood Branch to conduct their book sale;
- G. Approve the use of the Brick Branch parking lot by the Brick Township High School Marching Dragons on Saturday, October 29, 2016, after 5:00 p.m. for overflow parking for their annual Music Fest;
- H. Approve the Jackson Branch to conduct an after-hours outreach at Jackson Day to be held at the John F. Johnson Junior Memorial park on Saturday, September 10, 2016, from 5:00 p.m. to 9:00 p.m.;
- I. Approve the Friends of the Lacey Library to participate in a town-wide beautification project by planting mums around the Lacey Branch sign on East Lacey Road;
- J. Approve the Plumsted Branch to place a collection bin in the Branch from Saturday, October 1, 2016, through Monday, October 31, 2016, to collect items for "Adopt a Shelter Dog Month" in partnership with the Howling Woods Farm and Seer Animal Sanctuary;
- K. Approve the Point Pleasant Beach Branch to be open after hours on Thursday, October 13, 2016, from 5:00 p.m. to 9:00 p.m. for the Point Pleasant Beach Library Association's fundraiser;
- L. Approve opening the Toms River Branch's lobby and café after hours on Monday, October 31, 2016, from 5:00 p.m. to 9:00 p.m. for the Toms River Fire Company #1's 78th Annual Halloween Parade;
- M. Approve closing the Toms River Branch at 5:00 p.m. and opening the Branch's lobby and café after hours on Tuesday, November 1, 2016, from 5:00 p.m. to 9:00 p.m. for the Toms River Fire Company #1's 78th Annual Halloween Parade (Rain Date);
- N. Approve the Toms River Branch to be open after hours on Friday, November 4, 2016, from 5:00 p.m. to 9:00 p.m. for the "FanNation" event;
- O. Approve the System Teen Services Coordinator to register Ocean County Library for the August 17, 2017, Solar Eclipse Astronomical Event sponsored by Space Science Institute and STAR net (Science-Technology Activities & Resources for Libraries);
- P. Approve partnership with the Ocean County Health Department co-sponsoring "Pretty in Pink / Handsome in Blue Day on Wednesday, October 19, 2016, focusing on the Human Papillomavirus (HPV);

Donations

- Q. Accept a \$300.00 donation from Gary & Sherry Kluver to the Bay Head Reading Center for native plants for the building exterior as well as plants for the window boxes;
- R. Accept a \$200.00 donation from Jean Hecht & the Hecht Family Foundation.

11. Old Business

12. Public Comment

13. Closed Session for the purpose of Legal Counsel's negotiations of the Whiting Reading Center lease.

14. Adjourn