

OCEAN COUNTY LIBRARY COMMISSION
MINUTES OF REGULAR MEETING
Tuesday, June 20, 2017

Attendees: Ocean County Library Commission
Susan Hutler, Chair
Ruthanne Scaturro, Vice Chair
Sal Baglio
Henry J. Mancini
Christopher Mullins
Bonnie R. Peterson

Absent: Heather Barone

Other Attendees: Franklin H. Berry, Jr., Library Counsel
Susan Quinn, Library Director
Sara Siegler, Assistant Director
Jennifer Doderer, Personnel Director
Deborah Blackwell, Training Coordinator
Joseph Cahill, Maintenance Supervisor
David Evans, Information Processing Manager
Jeri Gunther, Chief Librarian, Administration
Rachael LaVoie-Dohn, Chief Librarian, Toms River
Tim Mailley, Information Processing Manager 1, Level 1
Rita Oakes, Chief Librarian, Branch Services
Jennifer Woodman, Budget Officer
Kate Sanchez, Librarian 4, Public Relations
Caroll Murray, Collections

Presiding: Susan Hutler, Chair

Mrs. Hutler read the Open Public Meetings Act at 4:00 p.m.

1. In compliance with the Open Public Meetings Act of the State of New Jersey, adequate notice of this meeting of the Ocean County Library Commission was provided in the following manner:
 1. On December 14, 2016, advance notice of this meeting was posted on the Bulletin Board located in the entrance hall of the Ocean County Library, 101 Washington Street, Toms River, NJ;
 2. On December 16, 2016, advance written notice of this meeting was published in the *Asbury Park Press*;
 3. On December 14, 2016, advance written notice of this meeting was filed with the Clerk of the County of Ocean;
 4. On December 14, 2016, advance written notice of this meeting was mailed to all persons who, according to the records of the Ocean County Commission, paid for such notices on or after December 14, 2016.
2. Pledge of Allegiance
3. Roll Call and Announcements

4. Approval of Minutes, Regular Meeting, May 16, 2017 (Copy on file, Library Administration Office)

Motion to approve: Mr. Mancini
Second: Mr. Baglio

Roll Call: Ayes: Mr. Baglio, Mr. Mancini, Mr. Mullins, Mrs. Peterson, Mrs. Hutler
Abstained: Mrs. Scaturro

Passed unanimously

5. Approval of Financial Statement, May, 2017 (Copy on file, Library Administration Office)

Motion to approve: Mr. Mullins
Second: Mr. Mancini

Roll Call: Ayes: Mr. Baglio, Mr. Mancini, Mr. Mullins,
Mrs. Peterson, Mrs. Scaturro, Mrs. Hutler

Passed unanimously

6. Personnel Actions (Copy on file, Library Administration Office)

Motion to approve: Mrs. Scaturro
Second: Mr. Mancini

Roll Call: Ayes: Mr. Baglio, Mr. Mancini, Mr. Mullins,
Mrs. Peterson, Mrs. Scaturro, Mrs. Hutler

Passed unanimously

7. Bill Certificate List #6 (Copy on file, Library Administration Office)

Motion to approve: Mr. Mancini
Second: Mr. Mullins

Roll Call: Ayes: Mr. Baglio, Mr. Mancini, Mr. Mullins,
Mrs. Peterson, Mrs. Scaturro, Mrs. Hutler

Passed unanimously

8. Ratification of Salary Expenditures (Resolution on file, Library Administration Office)

Motion to approve: Mrs. Scaturro
Second: Mrs. Peterson

Roll Call: Ayes: Mr. Baglio, Mr. Mancini, Mr. Mullins,
Mrs. Peterson, Mrs. Scaturro, Mrs. Hutler

Passed unanimously

9. Director's Report

NJ S2171 / A222 (Library Construction Bond Funding): Ms. Quinn stated that legislation was passed in both the NJ Senate and Assembly regarding the Library Construction Bond Act. She thanked Assemblyman Ron Dancer and Samuel Thompson for co-sponsoring the bill in the Assembly and Senator Chris Connors for voting on the bill in the senate. The bill will provide \$125 million for construction bond funding for libraries in New Jersey.

County Capital: The Library Commission Facilities Committee met this afternoon and authorized the Library to proceed in the use of County Capital funds to renovate the Toms River Branch bathrooms, the Point Pleasant Boro Branch interior refresh, and the Manchester Branch interior for carpeting and space planning improvement. Ms. Quinn thanked the Board of Chosen Freeholders for their very strong support of the Ocean County Library in providing capital funding in the amount of \$300,000.00.

Toms River Township's 250th Anniversary: On Saturday, June 24, 2017, Toms River Township will be celebrating its 250th Anniversary. The Library has been invited to participate in the flag raising ceremony on Friday, June 23, 2017. Ms. Quinn thanked Rachael LaVoie-Dohn, Elizabeth Cronin, and Colleen Goode for their participation on partnering with Toms River Township.

10. Communications

11. New Business

Resolutions

- A. Authorizing an intergovernmental Agreement with the Ocean County Board of Chosen Freeholders, Ocean County Human Services Department to provide funding up to \$500.00 to support the Ocean County Library's Human Trafficking series of programs for 2017;
- B. Ratifying the actions of the Library Director by authorizing the Library to accept a Contract Award for the New Jersey Library Cooperative *Powering Up: Library Charging Stations Initiative* in the amount of \$5,986.84;
- C. Rejecting the one bid received from BNH Enterprise, LLC for a Financial Management Software System as over budget pursuant to N.J.S.A. 40A:11-13.2a, b and d. and authorizing a Request for a Competitive Contract Proposal for a Financial Management Software System pursuant to N.J.S.A. 40A:11-4.1;

Bid Awards / Change Orders / Contracts

Approvals

- D. Approving a partnership with Barnegat High School to place a student at the Stafford Branch to fulfill the Barnegat High School's requirements of the New Jersey Structured Learning Experience (SLE);
- E. Approving the Long Beach Island Branch to be open after hours on Sunday, October 15, 2017; from 1:00 p.m. to 6:00 p.m. for the Annual Friends of the Island Library Open House;

- F. Ratifying the actions of the Library Director by approving the Garden Club of Long Beach Island to place a planter in the front of the Long Beach Island Branch on library property to serve as Monarch butterfly breeding stations from June to October 2017;
- G. Approving the Kiwanis Club of Long Beach Island to place a collection bin at the Stafford Branch during the month of September 2017, and Long Beach Island Branch during the month of October 2017 to collect new socks to be distributed to local Ocean County non-profits;

Donations

- H. Accepting a \$200.00 donation from New York Community Bank to be used at the discretion of the Lakewood Branch;
- I. Accepting a \$250.00 donation from the Toms River Police Foundation for supporting the Jingle Bell Run at the Toms River Branch;
- J. Accepting a \$280.80 donation from the Friends of the Waretown Library for the purchase of Webster's New World College Dictionaries.

Ms. Quinn noted that on Item "B" the Library received a Contract Award from the New Jersey Library Cooperative for a "Powering Up: Library Charging Station Initiative" pilot that will allow the library to purchase equipment for patrons to plug in their devices for charging in the library.

Approval of Items "A" through "J":

Motion to approve: Mr. Mullins
Second: Mrs. Scaturro

Roll Call: Ayes: Mr. Baglio, Mr. Mancini, Mr. Mullins,
Mrs. Peterson, Mrs. Scaturro, Mrs. Hutler

Passed unanimously

12. Old Business

13. Public Comment

14. Closed Session for the purpose of reviewing personnel matters.

Motion to approve: Mrs. Peterson
Second: Mr. Mancini

Roll Call: Ayes: Mr. Baglio, Mr. Mancini, Mr. Mullins,
Mrs. Peterson, Mrs. Scaturro, Mrs. Hutler

Passed unanimously

Motion to return to Open Session:

Second: Mr. Mancini
Mrs. Scaturro

Roll Call: Ayes: Mr. Baglio, Mr. Mancini, Mr. Mullins,
Mrs. Peterson, Mrs. Scaturro, Mrs. Hutler

Passed unanimously

Motion to approve a Personnel Resolution Addendum for the Library Director's salary increase for 2017:

Second: Mr. Mancini
Mr. Mullins

Roll Call: Ayes: Mr. Baglio, Mr. Mancini, Mr. Mullins,
Mrs. Peterson, Mrs. Scaturro, Mrs. Hutler

Passed unanimously

Ms. Quinn stated that it is a privilege to work for the Ocean County Library and also with the Commission, Freeholders, and the residents.

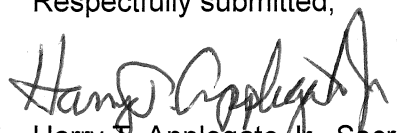
15. Move to adjourn: Mr. Mancini
Second: Mrs. Scaturro

Roll Call: All members answered Aye

Passed unanimously

The meeting adjourned at 4:50 p.m.

Respectfully submitted,



Harry F. Applegate, Jr., Secretary
Ocean County Library Commission