

OCEAN COUNTY LIBRARY COMMISSION

Tuesday, September 16, 2025

AGENDA

1. Open Public Meetings Act
2. Pledge of Allegiance
3. Roll Call and Announcements
4. Approval of Minutes, Rescheduled Regular Meeting, August 12, 2025
5. Approval of Closed Session Minutes, August 12, 2025
6. Approval of Financial Statement, August 2025
7. Personnel Actions
8. Action on Bill List #9
9. Ratification of Salary Expenditures
10. Director's Report
11. Committee Reports
12. Communications
13. New Business

Resolutions

- A. Honoring Cindy DiGangi, Senior Library Assistant, Berkeley Branch Circulation as she retires on October 1, 2025, after twenty-five (25) years of dedicated service to the Ocean County Library;
- B. Honoring Valerie Rosamilia, Principal Payroll Clerk, Finance Department as she retires on October 1, 2025, after twelve (12) years of dedicated service to the Ocean County Library;
- C. Authorizing the Library Director or her designee to prepare and advertise for Requests for Qualifications (RFQ) for various professional services in 2026, including Legal Counsel, Labor Counsel, Auditor, Special Conflict/Litigation Counsel Services, and Special Labor Counsel Services;
- D. Authorizing the Library Director or her designee to prepare and advertise for Request for Proposal (RFP) for Interior Design Services in 2026;
- E. Authorizing the Ocean County Library Director of Human Resources to sign the contracts to provide Horizon Blue Cross Blue Shield Difference Card Services for the 2026 calendar year;
- F. Authorizing the Library to accept The Yiddish Book Center's Public Libraries Program grant from the American Library Association (ALA) with funding up to \$2,000.00 for related programming, hosting a traveling exhibit, and participation by one (1) staff member to attend an orientation workshop;

- G. Authorizing the Little Egg Harbor Branch to accept the Flight Path Star Net Grant from the Spark of Science at my Library Program to learn about local birds and protect them as they migrate in the amount of \$500.00;
- H. Authorize the Ocean County Library to apply for a State of New Jersey Department of Environmental Protection EV Charging Station grant by the deadline of October 25, 2025 with the authorization of the Library Commission Facilities Committee;
- I. Authorizing a resolution to donate obsolete electronic equipment no longer needed to the County of Ocean's recycling program;

Bid Awards / Change Orders / Contracts

- J. Approving Award of Bid for Debt Collection services to Unique Management Services for a one (1) year period, with a second year renewable option for a per submission fee of \$9.85. Contract Number: (C-25-03);
- K. Authorize Ocean County Library Commission to enter into a Cooperative Pricing Agreement with the Educational Data Services, Inc;
- L. Authorizing an agreement with Microsoft, Inc. to maintain a software volume license agreement for operating systems, productivity software, and cloud services under a Non-Profit Agreement for thirty-six (36) months through Dell Technologies under the NASPO Contract, Contract Number: XXXXX, Subcontract XXXXX, at a first year cost of \$XX,XXX with years two (2) and three (3) not to exceed \$XXX,XXX.XX annually;

Approvals

- M. Approving the following branches to be open after-hours to serve as Early Voting Polling Places as requested from the Ocean County Board of Elections from Friday, October 23, 2025, through Sunday, November 2, 2025, branches are: Berkeley Branch, Brick Branch, Jackson Branch, Little Egg Harbor Branch, Manchester Branch, Toms River Branch, and Upper Shores Branch;
- N. Approving a letter of support to the Ocean County Achievement Center at Ocean County College for their grant application to Work First New Jersey expected to run from October 1, 2025 – September 30, 2026 to assist adults on public assistance become self-sufficient and find meaningful employment, and where the Ocean County Library may provide job-shadowing opportunities for individuals enrolled in this Ocean County College program.
- O. Approving the Senior Services Department and the Beachwood Branch to host the *Sound Bows: A Vibe Session with Kate* program off-site at the Mayo Park Center in Beachwood on Thursday, November 20, 2025;
- P. Approving the Jackson Branch to partner with Girl Scout Troop 50107 to have a collection bin in the Branch to collect pet supplies during the month of October 2025 as part of their silver award project;
- Q. Approving the closing of the Lakewood Branch for roof replacement on or about the week of October 6, 2025, or October 20, 2025, as determined by Library Administration;
- R. Approving the Lakewood Branch to hold a non-perishable food donation drive to honor Veterans Day during the month of November 2025. Items collected will be distributed to the Vetnetwork food pantry to provide free food to veterans in need for the Thanksgiving holiday;
- S. Approving the Point Pleasant Beach Library Association to have an after-hours fundraiser at the Branch on Thursday, October 23, 2025, from 7:00 p.m. to 9:00 p.m.;

- T. Approving the Upper Shores Branch to partner with the Lavallette Clean Up Club to help keep party and balloon waste off the beach and out of the ocean and bays. A Teracycle box would be placed in the Branch for one (1) year starting Wednesday, September 17, 2025, or until the box is full;
- U. Approve opening the Toms River Branch before and after regular business hours on Saturday, December 6 and Sunday, December 7 for the Toms River Police Foundation's annual Jingle Bell Run. One library staff member and a security guard will be working this event;

Donations

- V. Accepting a 11" x 14" water color painting of the Island Heights Branch Library by Karen Pomeroy including frame from the Trustees of the Island Heights Library, estimated value is \$125.00;
- W. Accepting a \$500.00 donation from the Jackson Friends of the Library for Juvenile programming at the Jackson Branch;
- X. Accepting a \$500.00 donation from the Jackson Friends of the Library to purchase yarn programming supplies at the Jackson Branch;
- Y. Accepting a \$400.00 donation from the Jackson Friends of the Library for programming supplies at the Jackson Branch;
- Z. Accepting a \$1,500.00 donation from Pursuit at the suggestion of Pursuit Director Robert Jussen, retired Executive Credit Officer, HSBC Bank;
- AA. Accepting a \$500.00 donation from The Crab's Claw Inn in Lavallette to be used at the discretion of the Upper Shores Branch;
- BB. Accepting a \$250.00 donation from Carl Giaimo for library materials at the Whiting Reading Center.

14. Old Business

15. Public Comment

16. Closed Session – No Closed Session

17. Adjourn