

# OCEAN COUNTY LIBRARY COMMISSION

Tuesday, January 18, 2022

## AGENDA

1. Open Public Meetings Act
2. Roll Call and Announcements
3. Introduction of
  - A. 2021 Librarian of Year Eleanor Marquis, Librarian 3, Lakewood
  - B. 2021 Support Staff Person of the Year Maria Colon, Principal Library Assistant, Manchester
  - C. 2021 Director's Award for Excellence Sara Siegler, Assistant Library Director and Judy Macaluso, Librarian 4, Senior Services Coordinator
4. Approval of Minutes, Regular Meeting, December 14, 2021
5. Approval of Closed Session Minutes
6. Approval of Financial Statement, December 2021
7. Personnel Actions
8. Action on Bill List #13 and #1
9. Ratification of Salary Expenditures
10. Director's Report
11. Communications
12. New Business

### **Resolutions**

- A. Honoring Judith Macaluso, Librarian 4, Senior Services Coordinator, as she retires on February 1, 2022, after twenty-four (24) years of dedicated service to the Ocean County Library;
- B. Authorizing the Library Buyer to purchase materials, supplies and equipment for the Ocean County Library through State Contracts and pursuant to the Local Public Contracts Law and all New Jersey State Laws; and authorize the Purchasing Agent and Facilities Manager to purchase materials, supplies and equipment in the absence of the Library Buyer; and authorize the following Library titles (Library Director; Assistant Library Director, and Chief Librarian) to sign orders for the payment of goods and services relating to the Library;

- C. Authorizing the expenditure of the State Per Capita Aid account in the amount of \$315,768.00 for salaries in the 3rd pay period of 2022;
- D. Authorizing the Ocean County Library to participate in the vision care plan provided by the County of Ocean for County employees in 2022. County of Ocean Contract Number (PP2020-124);
- E. Authorizing a resolution to donate obsolete electronic equipment no longer needed to the County of Ocean's recycling program;
- F. Authorizing a resolution approving the Library to participate in the New Jersey State Library's Telehealth ARPA (American Rescue Plan Act) Opportunity for a Public Libraries grant administered by the East Brunswick Public Library to provide five (5) iPads to the Ocean County Library for use at various locations to allow residents to connect to healthcare providers in the state and authorizing the Library Director to sign the Memorandum of Understanding;

### **Bid Awards / Change Orders / Contracts**

- G. Approving a two (2) year contract agreement with Preferred Behavioral Health Consulting Group, Inc. for Employee Assistance Program (EAP) beginning March 1, 2022, through February 29, 2024, at a first year (March 1, 2022, through February 28, 2023) cost of \$3.50 per employee per month at a total cost not to exceed \$22,680.00 Contract Number: (C-22-01);

### **Approvals**

- H. Approving the Library Director to submit the New Jersey State Library Annual Report with the permission of the Library Commission Chairperson by the March 15, 2022 deadline;
- I. Approving the Ocean County Health Department to hold flu vaccine clinics at various Ocean County Library branches through Saturday, December 31, 2022;
- J. Approving the Ocean County Health Department to hold COVID-19 vaccine clinics at various Ocean County Library branches through Saturday, December 31, 2022;
- K. Approving the 2022 Position Control document;
- L. Approving the Friends of the Island Library to host their annual Open House on Sunday, October 16, 2022, and the Long Beach Island Branch being open to the public from 2:00 p.m. to 4:00 p.m. if circumstances permit it occurring;
- M. Approving the Tuckerton Library Association to have their meetings in the Tuckerton Branch after normal open hours from 7:00 p.m. to 8:30 p.m. on the following Wednesday evenings in 2022: January 12, 2022; February 9, 2022; March 9, 2022; April 13, 2022; May 11, 2022; June 8, 2022; July 13, 2022; August 10, 2022; September 14, 2022; November 9, 2022; and December 14, 2022;
- N. Approving the Ocean County Board of Elections to place Voting Drop Boxes at the Brick Branch;

### **Donations**

- O. Accepting a donation of \$1,000.00 from the Friends of the Island Library to be used at the discretion of the Long Beach Island Branch;
- P. Accepting an anonymous donation of \$296.00 to be used at the discretion of the Upper Shores Branch.

13. Old Business

14. Public Comment

15. Closed Session

16. Adjourn