

OCEAN COUNTY LIBRARY COMMISSION

Tuesday, February 15, 2022

AGENDA

1. Open Public Meetings Act
2. Pledge of Allegiance
3. Roll Call and Announcements
4. Approval of Minutes, Reorganization Meeting, January 18, 2022
5. Approval of Minutes, Regular Meeting, January 18, 2022
6. Approval of Financial Statement, January 2022
7. Personnel Actions
8. Action on Bill List #2
9. Ratification of Salary Expenditures
10. Director's Report
11. Communications
12. New Business

Resolutions

- A. Approving the 2022 Annual Budget;
- B. Accepting a grant in the amount of \$4,824,000.00 from the New Jersey State Library from Phase II of the Library Construction Bond Act to construct a new Stafford Library Branch;
- C. Authorizing an update to the 2022 Library Fund Accounts establishing a new Non-Budget Account called, Library System Projects Account (209-290-0038);
- D. Authorizing transfer of \$1,163,000.00 from the General Library Account (209-290-0029) to the Library System Projects Account (209-290-0038) to fund year one (1) of the Library System Projects plan expenditures;
- E. Authorizing a resolution for the solicitation of formal public bids for landscaping and snow removal services for various library locations;
- F. Amending the Professional Services Resolution dated January 18, 2022, to Clarke, Caton, Hintz (PSA-22-04) for Interior Design Services for 2022, by changing the Library's Charge Line Item to 8786;

Bid Awards / Change Orders / Contracts

- G. Authorizing the award of contract for the provisions of print and electronic books, materials, and resources under Various Exempt Services in accordance with N.J.S.A. 19:44A-20.4 et. Seq. as described in the bid for Request for Qualifications;
- H. Authorizing the Award of Bid for the replacement of an HVAC unit in the I.T. Room at the Toms River Branch Library to LGB Mechanical, Inc. for a total cost of \$228,000.00. Contract Number: (C-22-02);
- I. Authorizing an agreement with Ocean County Insurance Fund Commission to join the Commission for coverage of Workers' Compensation and Employers' Liability; Liability, other than motor vehicle; Cyber Liability; Crime; Property Damage, other than motor vehicle; Motor Vehicle Liability; and Public Officials Liability / Employment Practices Liability;

Approvals

- J. Approving the 2022 after-hours and community events (various branches);
- K. Approving setting a suggested donation for 2022 National Library Week T-Shirts, both men's and women's between \$6.00 and \$10.00 for small, medium, large, and extra-large sizes, and between \$8.00 to \$17.00 for 2XL through 6XL sizes;
- L. Approving setting a suggested donation for 2022 National Library Week "Hoodies", both men's and women's between \$18.00 and \$22.00 for small, medium, large, and extra-large sizes, and between \$20.00 and \$33.00 for 2XL through 6XL sizes;
- M. Approving the Trustees of the Island Heights Library have their meeting in the Island Heights Branch before normal open hours on Monday, February 28, 2022;
- N. Approving the Jackson Branch to have a collection bin in the Branch from Tuesday, March 1, 2022, through Saturday, April 30, 2022, to collect items for the Ocean County Animal Shelter;
- O. Approving the use of the Toms River Branch lobby and restrooms after-hours for the Toms River Township Food Fest on Saturday, May 7, 2022, from 12:00 p.m. to 8:00 p.m., with a rain date of Sunday, May 8, 2022;
- P. Approving the request of the Ocean County Parks Department to host a series of concerts allowing them to use the front steps of the Toms River Branch and keeping the lobby and restrooms open after-hours from 6:00 p.m. to 10:00 p.m. on the following dates in 2022: July 6, 2022, July 7, 2022, July 14, 2022, July 21, 2022, July 28, 2022, August 4, 2022, August 11, 2022, August 18, 2022, and August 25, 2022;
- Q. Approving the Toms River Business Improvement District's (TRBID) request to keep the Toms River Branch lobby and restrooms open after-hours on Saturday, July 16, 2022, from 5:00 p.m. to 6:00 p.m. for the Summer in the Street annual street festival;
- R. Approving the Toms River Business Improvement District's (TRBID) request to keep the Toms River Branch lobby and restrooms open after-hours on Saturday, September 17, 2022, from 5:00 p.m. to 6:00 p.m. for the Comfort Food Festival;

- S. Approving the Toms River Business Improvement District's (TRBID) request to keep the Toms River Branch lobby, restrooms, and Mancini Hall open after-hours on Friday, December 2, 2022, from 5:00 p.m. to 7:00 p.m. and to use the library steps for the Annual Downtown Toms River Christmas Tree lighting;
- T. Approving the Tuckerton Library Association to host an Open House on Wednesday, April 13, 2022, and the Tuckerton Branch to be open to the public from 7:00 p.m. to 10:00 p.m. if circumstances permit it occurring;

Donations

- U. Accepting a donation of \$500.00 from Anthony Horan for the Rose T. Horan Silent Reading Tower;
- V. Accepting a welded Ocean County logo made from recycled items art piece measuring twenty-five and a half (25.5) inches in height and twenty-three (23) inches wide from Victor Sevchenko for the Jackson Branch Library, estimated value is \$50.00;
- W. Accepting a donation of twenty-one (21) copies each of *How Al-Anon Works*, *The Courage to Change*, and *The Courage to Be Me* from Al-Anon Family Group Ocean County District 23 to add to the Ocean County Library's general circulating collection;
- X. Accepting a donation of \$250.00 from Emilie K. Gay to be used for children's programming at the Lakewood Branch;
- Y. Accepting two (2) donations totaling \$685.75 from the Friends of the Waretown Library to be used at the discretion of the Waretown Branch.

13. Old Business

14. Public Comment

15. Closed Session for the purposes of a contract review and personnel matters.

16. Adjourn