

# OCEAN COUNTY LIBRARY COMMISSION

Tuesday, September 20, 2022

## AGENDA

1. Open Public Meetings Act
2. Pledge of Allegiance
3. Roll Call and Announcements
4. Approval of Minutes, Regular Meeting, August 16, 2022
5. Approval of Closed Session Minutes, August 16, 2022
6. Approval of Financial Statement, August 2022
7. Personnel Actions
8. Action on Bill List #9
9. Ratification of Salary Expenditures
10. Director's Report
11. Communications
12. New Business

### **Resolutions**

- A. Authorizing the Library Director or her designee to prepare and advertise for Requests for Qualifications (RFQ) for various professional services in 2023 as directed by the Library Commission Chair or her designee, including Legal Counsel, Labor Counsel, and Auditor;
- B. Authorizing the Library Director or her designee to prepare and advertise for Request for Proposal (RFP) for Interior Design Services in 2023 as directed by the Library Commission Chair or her designee;
- C. Accepting the New Jersey State Library's new competitive grant opportunity through their Federal Library Services and Technology Act Grants to States to provide training or other literacy focused support or activities for adults, children, and anyone with limited literacy skills in the amount of \$7,900.00 on a reimbursement basis for the "Milestones in Neurodiversity & Literacy to Grow" project for costs incurred between September 1, 2022, and August 31, 2023;

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

- D. Authorizing execution of a 2023 Intergovernmental Services Agreement with the County of Ocean for Vehicle Maintenance and Repairs at a cost not to exceed \$128,000.00;
- E. Authorizing Award of Bid for the purchase and delivery of ten (10) Early Literacy Bilingual Computer Stations to AWE Acquisitions, Inc. at a total cost of \$43,841.00;

## Approvals

- F. 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 28, 2022, through Monday, November 7, 2022, branches are: Berkeley Branch, Brick Branch, Jackson Branch, Little Egg Harbor Branch, Manchester Branch, Toms River Branch, and Upper Shores Branch;
- G. Approving an update to the General Policy Manual, *A.6 Fines and Fees, Section a, adding selling reusable book bags for \$1.75*;
- H. Approving an addition to the General Policy Manual, *A.17 Author Submissions*;
- I. Approving the Plumsted Branch to have collection bin in the Branch from Saturday, October 1, 2022, through Thursday, November 30, 2022 to collect used non-recyclable school supplies for an Ocean County Girl Scout to donate;

## Donations

- J. Accepting a donation of twelve (12) to fourteen (14) children's chairs from the Ocean County Health Department (OCHD) for the Lakewood Branch;
- K. Accepting a donation of \$1,500.00 from Mardell Halm in Memory of Brian Halm for Juvenile programming at the Brick Branch;
- L. Accepting a total donation of \$1,800.00 from the Friends of the Jackson Library for the Jackson Branch to be split \$800.00 for Adult programming, \$600.00 for Juvenile programming, and \$400.00 for Young Adult programming;
- M. Accepting a \$250.00 donation from Emilie Gay in Memory of Michael Gay to purchase print materials about women, people of color, and shared themes of kindness for the Lakewood Branch;
- N. Accepting a \$200.00 donation from Jack Curley to be used at the discretion of the Long Beach Island Branch;
- O. Accepting a \$200.00 donation from William & Patrice Fiore in Memory of Alice Dolan for Juvenile programming at the Point Pleasant Boro Branch;
- P. Accepting a \$200.00 donation from Kostas Georgiou in Memory of Alice Dolan for Juvenile programming at the Point Pleasant Boro Branch;
- Q. Accepting a \$2,544.56 donation from the Friends of the Ocean County Library – Toms River to replace and refresh the train table, sensory items, and toys in the Toms River Youth Services Department;
- R. Accepting a \$202.47 donation from the Friends of the Ocean County Library – Toms River for frames and wiring to hang new artwork in the Toms River Youth Services Department;
- S. Accepting a \$200.00 donation from the Friends of Ortley Beach to be used at the discretion of the Upper Shores Branch.

13. Old Business

14. Public Comment

15. Closed Session for matters related to attorney client privilege and lease of the Bay Head Reading Center property, and personnel matters related to a grievance.

16. Adjourn