

OCEAN COUNTY LIBRARY COMMISSION  
MINUTES OF THE REGULAR MEETING  
Tuesday, May 17, 2022

Attendees: Ocean County Library Commission  
Ruthanne Scaturro, Chair  
Christopher J. Mullins, Vice Chair  
Susan L. Hutler  
Timothy McDonald  
Bonnie R. Peterson  
Paul F. Wolleon

Absent: Henry J. Mancini

Other Attendees: Edward Feurey, Library Counsel  
Susan Quinn, Library Director

Presiding: Ruthanne Scaturro, Chair

Mrs. Scaturro 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 January 10, 2022, 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 January 13, 2022, advance written notice of this meeting was published in the *Asbury Park Press*;
  3. On January 13, 2022, advance written notice of this meeting was published in *The Press of Atlantic City*;
  4. On January 10, 2022, advance written notice of this meeting was filed with the Clerk of the County of Ocean;
  5. On January 10, 2022, 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 January 10, 2022;
2. Pledge of Allegiance
3. Roll Call and Announcements

4. Approval of Minutes, Regular Meeting, April 19, 2022 (Copy on file, Library Administration Office)

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

Roll Call: Ayes: Mrs. Hutler, Mr. McDonald, Mrs. Peterson,  
Mr. Wolleon, Mrs. Scaturro

Abstain: Mr. Mullins

Passed unanimously

5. Approval of Financial Statement, April 2022 (Copy on file, Library Administration Office)

Motion to approve: Mr. McDonald  
Second: Mr. Wolleon

Roll Call: Ayes: Mrs. Hutler, Mr. McDonald, Mr. Mullins,  
Mrs. Peterson, Mr. Wolleon, Mrs. Scaturro

Passed unanimously

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

Motion to approve: Mr. McDonald  
Second: Mrs. Hutler

Roll Call: Ayes: Mrs. Hutler, Mr. McDonald, Mr. Mullins,  
Mrs. Peterson, Mr. Wolleon, Mrs. Scaturro

Passed unanimously

7. Approval of Bill Certificate List # 5 (Copy on file, Library Administration Office)

Motion to approve: Mr. McDonald  
Second: Mrs. Hutler

Roll Call: Ayes: Mrs. Hutler, Mr. McDonald, Mr. Mullins,  
Mrs. Peterson, Mr. Wolleon, Mrs. Scaturro

Passed unanimously

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

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

Roll Call: Ayes: Mrs. Hutler, Mr. McDonald, Mr. Mullins,  
Mrs. Peterson, Mr. Wolleon, Mrs. Scaturro

Passed unanimously

9. Director's Report

Ms. Quinn reported on the following:

**Retirements:** Patricia Gates, Library Page, Bay Head Reading Center is retiring after nineteen (19) years of service and Audrey Zygmund, Senior Library Assistant, Lacey Branch is retiring after over twenty-six (26) years of service to the Ocean County Library. Ms. Quinn thanked them for their dedication to the library and long service to the public and wished them well in their retirements.

**New Stafford Library Branch:** The Ocean County Board of Commissioners approved a bonding ordinance in the amount of \$11.5 million to build a new branch of the Ocean County Library in Stafford Township at their public meeting on Wednesday, May 4, 2022.

**American Library Association News:** The American Library Association (ALA) reported last week in a press release that they have seen the highest level of book challenges in the nearly thirty (30) years that they have been tracking data and that they are working with a coalition of more than twenty-five (25) groups comprised of library groups, teachers, and educational associations, publishers and the Authors Guild to empower individuals and communities to fight censorship and protect the freedom to read. ALA has formed the *Unite Against Book Bans* campaign to raise awareness about the recent rise in book challenges in public and school libraries.

The Ocean County Board of Commissioners and our Ocean County residents are historically supporters of the Ocean County Library system and that public libraries are nonpartisan forums for information and ideas, and the freedom to speak, to hear, to read, and to view is protected by the First Amendment to the Constitution of the United States of America. This includes our mission as a multicultural and inclusive institution that provides a welcoming environment in providing library services, materials and programming for all of Ocean County's diverse populations regardless of age, class, gender, ethnicity, mental or physical ability, race, religion, sexual orientation, or political affiliation.

Ms. Quinn though it was important to share a recently issued statement by ALA and its Office of Intellectual Freedom because they are scanning the environment at a national level and the partnership coalition they established indicates that the American Library Association has concerns. Therefore, this is a topic that libraries and library staff, as well as library boards and many longstanding supporters of libraries are following closely.

**Expanded Sunday Hours to Year Round:** The Lakewood, Stafford, and Toms River branches of the Ocean County Library system will be open on Sunday's from 1:00 p.m. to 5:00 p.m. year round. This is action item "H" under New Business on the agenda. Ms. Quinn thanked library staff for their support in providing an expansion of library services to make using the library more convenient and accessible for our residents.

Ms. Quinn reiterated we are building a new library and expanding service hours because of the strong support in our community for the public library.

**Two (2) Grant Opportunities:** This morning we learned that Ocean County Library's grant application to the New Jersey Council for the Humanities (NJCH) was successful and we will be awarded \$500.00 as part of their *Democracy Conversation Project*. The Toms River Branch plans to host one (1) of the NJCH's curated programs: *Civic Participation in Cancer Alley* which explores how land use 400 years ago still impacts our health and communities today. The presenter is Thomas Belton, an author, journalist, environmental scientist, and marine biologist who worked for the New Jersey Department of Environmental Protection for twenty-five (25) years. Congratulation to Rebecca Leopold-Bunucci and her staff who selected the program and wrote the winning grant proposal.

The NJ State Library just announced a 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. The NJ State Library will offer awards between \$2,000.00 and \$20,000.00 to eligible organizations defined as public libraries and library consortia. Applications are due by August 12, 2022. The NJ State Library says applications should align proposals with the NJ State Library's Services and Technology Act (LSTA) Five (5) year (2018-2022) Plan, specifically, Goal Three (3): Lifelong Learning. This goal states that all NJ residents have an opportunity to reach their full potential and to participate in and contribute to their communities through education.

**Courage to Remember Exhibit:** The Courage to Remember Exhibition, consisting of forty (40) panels describing the events from 1933 through 1945 that resulted in the Holocaust, developed by the Simon Wiesenthal Center was exhibited at the Toms River Branch from April 20 – May 1, 2022. This was a moving and educational experience for all who attended the exhibit. Attending the grand opening ceremony was U.S. Representative Christopher H. Smith (R-NJ 4<sup>th</sup> District), Ocean County Commissioner Deputy Director Virginia "Ginny" Haines, Ocean County Commissioner and Library Liaison Joseph H. Vicari, Ocean County Library Commissioner Bonnie R. Peterson, Ocean County Prosecutor Bradley Billhimer, and Michael Cohen Eastern Director of the Simon Wiesenthal Center. The special guest speaker was Esther Feder-Lessell, a Holocaust Survivor, who shared her first-hand memories and experiences of that time.

The exhibit was coordinated by the Ocean County Cultural and Heritage Commission under the direction of its Director Tim Hart and with Sara Siegler, Assistant Library Director who also serves on the Ocean County Cultural and Heritage Commission. The sponsors for the exhibit were the Ocean County Board of Commissioners, the Ocean County Library, the Ocean County Prosecutor, the Ocean County Sheriff, Jewish Federation of Ocean County, the Ocean County College Center for Holocaust Genocide, and Human Rights Education, Grunin Foundation, the Ocean County Superintendent of Schools, the Sime Wiesenthal Center, and the Ocean County Cultural and Heritage Commission with funding from the New Jersey Historic Commission, and the New Jersey State Council on the Arts.

**Staff Development Day:** On Friday, May 13, 2022, we held a hybrid version of our Annual Staff Development Day and the theme was "Moving Forward" with keynote speaker Earl Givens, Jr., MLS who discussed the challenges of the past two (2) years and how to move forward by reimaging, redefining, and reinventing ourselves to deliver library services to our community with an eye to the future. Ms. Quinn thanked Library Commissioner Susan L. Hufler who attended and welcomed staff on behalf of the Library Commission. Ms. Quinn also thanked Deborah Blackwell, Training Coordinator and her Staff Development Day Committee Diane Musella and Muriel Odirck, Co-Chair, Molly Friedman, Training Support for all their hard work in producing an educational and fun event for staff. Once again they knocked it out of the park on their first attempt at a hybrid event.

#### 10. Communications – No Communications

#### 11. New Business

##### **Resolutions**

- A. Honoring Patricia Gates, Library Page, Bay Head Reading Center as she retires on June 1, 2022, after nineteen (19) years of dedicated service to the Ocean County Library;
- B. Honoring Audrey Zygmund, Senior Library Assistant, Lacey Branch as she retires on June 1, 2022, after over twenty-six (26) years of dedicated service to the Ocean County Library;
- C. Amending Article III of the Ocean County Library Commission By-Laws by adding section 8 to Article III (Commissioners shall be permitted and authorized to participate in regular, closed sessions, and special Commission meetings by remote attendance);
- D. Authorizing the Library Director or her designee to solicit Public Bids for the provision of Janitorial Services for the Ocean County Library System for a one (1) year period with a second (2<sup>nd</sup>) year renewable option starting on September 1, 2022;
- E. Authorizing the Library to apply for 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 between \$2,000.00 and \$20,000.00;
- F. Authorizing the Library to accept the New Jersey Council for the Humanities Democracy Conversations Project (DCP) award matching grant in the amount of \$500.00;

##### **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;

##### **Approvals**

- H. Approving the Lakewood, Stafford, and Toms River branches of the Ocean County Library System to be open on Sunday's from 1:00 p.m. to 5:00 p.m. year round with the exception of Sunday, July 3, 2022, and Sunday, September 4, 2022;

- I. Approving the Ocean County Library to donate a portion of single use bags to local food banks;
- J. Approving the Brick Branch to attend the Parents of Autistic Children (POAC) Walk for a Difference at ShoreTown Ball Park in Lakewood, NJ on Saturday, June 11, 2022, from 11:00 a.m. to 2:00 p.m.;
- K. Approving the Toms River Branch to accept donations of back-to-school supplies during the month of August from the Ocean County Superior Court. The supplies will be used as part of the Take & Make kits for the community;

**Donations**

- L. Accepting a donation of \$1,000.00 from the Friends of the Island Library (LBI) to be used at the discretion of the Long Beach Island Branch;
- M. Accepting a donation of \$225.00 from Adrian K. Hyde to be used at the discretion of the Lakewood Branch;
- N. Accepting a donation of \$650.00 from the Friends of the Waretown Branch to be used at the discretion of the Waretown Branch;

Approval of Items "A" through "N":

Motion to approve: Mr. McDonald  
 Second: Mrs. Hutler

Roll Call: Ayes: Mrs. Hutler, Mr. McDonald, Mr. Mullins,  
 Mrs. Peterson, Mr. Wolleon, Mrs. Scaturro

Passed unanimously

12. Old Business

Mrs. Hutler stated that at the Library Foundation's last meeting they awarded all library locations with a \$1,000.00 grant each. Branches will send in proposals to Ms. Quinn for approval and submission to the Library Foundation.

The Library Foundation will be sponsoring a "Meet & Greet" at the Mainland in Manahawkin on Thursday, May 19, 2022, to focus on raising funds for the new Stafford Library Branch.

Mr. Mullins asked that the Library's Audit be finalized and ready to have it presented to the Library Commission at the June Meeting.

13. Public Comment – No Public Comment

14. Closed Session – No Closed Session

15. Move to adjourn: Mr. McDonald  
Second: Mr. Mullins

Roll Call: All members answered Aye

Passed unanimously

The meeting adjourned at 4:17 p.m.

Respectfully submitted,



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