

OCEAN COUNTY LIBRARY COMMISSION
MINUTES OF THE REGULAR MEETING
Tuesday, November 15, 2022

Attendees: Ocean County Library Commission
Henry J. Mancini, Acting Chair
Susan L. Hutler (via phone, called in after the start of the meeting)
Timothy McDonald
Bonnie R. Peterson
Paul F. Wolleon

Absent: Ruthanne Scaturro, Chair
Christopher J. Mullins, Vice Chair

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

Presiding: Henry J. Mancini, Acting Chair

Mr. Mancini 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 Library 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, October 18, 2022 (Copy on file, Library Administration Office)

Motion to approve: Mrs. Peterson
Second: Mr. Wolleon

Roll Call: Ayes: Mrs. Peterson, Mr. Wolleon, Mr. Mancini

Abstain: Mr. McDonald

Passed unanimously

5. Approval of Closed Session Minutes, October 18, 2022 (Copy on file, Library Administration Office)

Motion to approve: Mr. Wolleon
Second: Mrs. Peterson

Roll Call: Ayes: Mrs. Peterson, Mr. Wolleon, Mr. Mancini

Abstain: Mr. McDonald

Passed unanimously

6. Approval of Financial Statement, October 2022 (Copy on file, Library Administration Office)

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

Roll Call: Ayes: Mr. McDonald, Mrs. Peterson, Mr. Wolleon, Mr. Mancini

Passed unanimously

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

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

Roll Call: Ayes: Mr. McDonald, Mrs. Peterson, Mr. Wolleon, Mr. Mancini

Passed unanimously

8. Approval of Bill Certificate List # 11 (Copy on file, Library Administration Office)

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

Roll Call: Ayes: Mr. McDonald, Mrs. Peterson, Mr. Wolleon, Mr. Mancini

Passed unanimously

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

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

Roll Call: Ayes: Mr. McDonald, Mrs. Peterson, Mr. Wolleon, Mr. Mancini

Passed unanimously

10. Director's Report

Ms. Quinn reported on the following:

The Point Pleasant Boro Branch will be closed for three (3) days for a contractor to work on the asphalt entranceway of the branch along with pouring concrete across the driveway that will take three (3) days to dry. We will need to seek a closure of the Branch on an upcoming Friday and Saturday to be determined.

The Upper Shores Branch and Bay Head Reading Center marked the 10th anniversary of Superstorm Sandy with a community gathering on October 18, 2022 to paint a seashell to be displayed in the Friends of the Library Reading Garden on the October 29th Anniversary of the storm.

Mrs. Hutler joined the meeting at this time.

Halloween History at Ocean County Library: On October 30, 2022, Public Relations staff member Sherri Taliercio made a guest appearance on the radio show 'Shore Time with Vin and Dave,' hosted on 94.3 The Point and 105.7 The Hawk, part of the Townsquare Media Network, to discuss Halloween history overall, local Halloween history, and resources available at Ocean County Library.

Hawk in the Toms River Branch: Sherri also did a great job managing the library's communications with the press and the public concerning the hawk that became trapped in the ceiling of the Toms River Library on Monday, October 24, 2022. This included appearing on television on Fox5 New York to cover the hawk story for the library. The hawk was originally believed to be a juvenile male red tail hawk, but was later confirmed by avian experts to be a large young female Cooper's hawk with an approximately three (3) foot wingspan.

The library consulted with the OC Sheriff's Office and New Jersey Division of Fish and Wildlife, who recommended avian experts to determine a method of safe rescue and removal.

As a safety precaution the branch was closed for three (3) and a half (½) days over the course of the week while avian experts set humane traps and OCL facilities staffers searched crawl spaces above ceilings for clues to the bird's whereabouts.

On Friday, November 4, 2022, after twelve (12) days of being trapped in the ceiling of the Toms River Library we had a happy result when the hawk was lured into the staff breakroom where ceiling tiles were removed and pans of water were set out on a table below a large casement window that was opened to the outside. When the bird flew into to the breakroom and landed on the table for a drink of water, Master Falconer Bob Glass of the New Jersey Falconry Club was able to chase it out the open window.

The hawk's twelve (12) day stay at the Library proved to be interesting and educational for all involved. The Library would like to express thanks to all who reached out concerned about the hawk, and an extra special thank you to Master Falconers, Bob Glass and Richie Ross of New Jersey Falconry Club, for their expertise and persistent, tireless efforts to see the hawk safely exit the building.

I would also like to thank the NJ Division of Fish and Wildlife; Donald Bonica of Toms River Avian Care; The Raptor Trust; the Toms River Fire Department; The Toms River Police Department, and Toms River Township Animal Control for their part in the successful rescue operation of freeing the hawk from the library.

Thanks also to County Buildings and Grounds who provided an assist to remove ceiling tiles, OCL Technology and all the Toms River Library staff for their patience and help during the rescue operation.

Last but not least, I would like to thank the entire Ocean County Library Facilities team for their outstanding efforts in assisting the avian experts in the rescue operation, especially Michael Erickson, Assistant Facilities Manager.

11. Committee Reports – No Committee Reports

12. Communications – No Communications

13. New Business

Resolutions

- A. Authorizing the Library Director or her designee to prepare and advertise formal public bids for Automatic Door Repair Services for 2023 with an optional second (2nd) year renewal;

Bid Awards / Change Orders / Contracts

- B. Approving the second (2nd) year renewal option for landscaping and snow removal services commencing April 1, 2023, through March 31, 2024, as follows:

Region II (B, PX, P, UP) – RPM Landscaping- yearly cost - \$18,850.00

Region III (BKY, LA, WA, BGT, BD, IH) – RPM Landscaping -yearly cost - \$23,440.00

Region IV (STF, TU, LBI, LEH) – RPM Landscaping - yearly cost – \$16,000.00

Region V (PL, MA, JA, LAK) – RPM Landscaping - yearly cost - \$31,300.00

Contract Number (C-22-03);

Approvals

- C. Approving the Ocean County toy drive to have collection bins in the Toms River, Brick, Jackson, Manchester and Stafford branches from Wednesday, November 16, 2022, through Saturday, December 31, 2022;
- D. Approving the Library to partner with Manchester Township High School to provide a Structured Learning Experience for a student with learning disabilities;
- E. Approving the Beachwood Branch to have an off-site children's program, *Chad Juros Magic Show* at the Mayo Park Center in Beachwood on Monday, November 21, 2022, at 6:00 p.m.;
- F. Approving the Beachwood Branch to partner with the nonprofit group Always Supporting Our Military to have a collection bin in the Branch from Wednesday, November 16, 2022, through Tuesday, February 28, 2023, to collect essential items which are shipped overseas as care packages to troops;

Donations

- G. Accepting seventeen (17) copies of Twelve Steps and Twelve Traditions from Districts 27 and 29 of Alcoholics Anonymous;
- H. Accepting a \$1,500.00 donation from the Friends of the Plumsted Library for 2023 programs at the Plumsted Branch;
- I. Accepting a \$200.00 donation from Doris Green to be used at the discretion of the Tuckerton Branch.

Approval of Items "A" through "I":

Motion to approve: Mr. McDonald

Second: Mr. Wolleon

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

Passed unanimously

14. Old Business – No Old Business

15. Public Comment

Ms. Karla Ivarson attended the meeting and spoke on the following topic:

Addressing Staff Safety is Critical to Building a Culture of Innovation: Ms. Ivarson gave out packets to the Library Commissioners on this topic.

She stated that she had attended a previous Library Commission meeting regarding the MakerSpace. She is a former employee of the Library System as middle management in the Toms River Reference Department and currently lives in Bayville, NJ she is currently a school librarian at Toms River North High School.

She attended the meeting to discuss Heroin, objective indicators of organizational health, and some ideas to improve them.

Ms. Ivarson noted that the Ocean County Library won the National Medal from the Institute of Museums and Libraries in 2007 and she was part of the team that worked on it by interviewing staff members from various departments. She is concerned that currently the Library has a high turnover rate and some staff have taken voluntary demotions.

The Library has faced many challenges since 2015. In 2017, the Library School Journal highlighted the nationwide heroin crisis and what school and public libraries were doing to address this. Some of these articles are in the packet that was handed out.

Ms. Ivarson stated that the only directive at the Library was to not talk about incidents on social media. She believes that this lead to low employee morale and fear for safety.

Ms. Ivarson was the person in charge of the building in Toms River during the first overdose in July 2015 and again during the second overdose in October 2015. She was concerned that she was not followed up with on these incident reports regarding medical emergencies. EAP (Employee Assistance Program) was not brought in until a third overdose in April 2016.

Ms. Ivarson had made some suggestions on how to deal with the situation and she feels they were not acted upon. Currently the Library is still dealing with these issues along with the increase in mental health issues and library staff cannot be innovative if they are scared. In the packet that was handed out are articles from various libraries on how they are handling these issues, such as hiring social workers. She noted that Ocean County has a department of social services and they could work with the Library to address some of these issues along with more staff training.

She recommended more transparency and seeking information from front line staff. In 2015, she requested a copy of a drug and alcohol report that was referenced in the Director's Report but was not given a copy. She noted that the Lakewood and Lacey branches were also dealing with the same issues as the Toms River Branch.

Ms. Ivarson included two (2) QR Codes in the packet she handed out on some innovative ways that some libraries are dealing with these issues. She stated that by working with other already established County departments that the Library could be a safe environment for staff as well as customers and would be better able to handle drug and mental health issues.

Ms. Ivarson thanked the Library Commission for their time and for listening to her concerns.

Mr. Mancini thanked Ms. Ivarson for her comments and stated that the Library Commission would take them under advisement.

16. Closed Session – No Closed Session

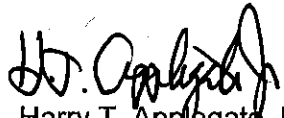
17. Move to adjourn: Mrs. Peterson
Second: Mr. McDonald

Roll Call: All members answered Aye

Passed unanimously

The meeting adjourned at 4:13 p.m.

Respectfully submitted,



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