

OCEAN COUNTY LIBRARY COMMISSION

Tuesday, July 18, 2023

AGENDA

1. Open Public Meetings Act
2. Pledge of Allegiance
3. Roll Call and Announcements
4. Presentation by Holman, Frenia, Allison, P.C.: 2022 Library Audit
5. Approval of Minutes, Rescheduled Regular Meeting, May 23, 2023
6. Approval of Closed Session Minutes, May 23, 2023
7. Approval of Minutes, Cancelled Meeting, June 20, 2023
8. Approval of Financial Statement, May 2023
9. Approval of Financial Statement, June 2023
10. Personnel Actions
11. Ratification of Bill List #6
12. Action on Bill List #7
13. Ratification of Salary Expenditures to be paid May 2023
14. Ratification of Salary Expenditures to be paid June 2023
15. Director's Report
16. Committee Reports
17. Communications
- A. Letter from Ocean County Commissioner Director Joseph H. Vicari of May 25, 2023
18. New Business

Resolutions

- A. Honoring Debra Gallagher, Senior Library Assistant, Printing & Graphics Department as she retires on July 1, 2023, after twenty-five (25) years of dedicated service to the Ocean County Library;
- B. Authorizing the Library to apply for the Kearnybank Foundation grant to provide programs for children, teens, and adults with special challenges in the amount of \$1,500.00;

Bid Awards / Change Orders / Contracts

- C. Approving Award of Bid for Debt Collection Services to Unique Management Services, Inc. for a one (1) year period, with a second year renewable option for a per submission fee of \$9.85. Contract Number: (C-23-02);
- D. Authorizing an agreement with Communico, LLC for software to facilitate library staff and customers to create, manage, and register for library programs from SHI International Corps. under the New Jersey Cooperative Purchasing Alliance Contract, Contract #CK04, Subcontract #22-24 for a two (2) year agreement prorated cost of \$9,773.86 for 2023, and an annual cost of \$16,907.36 for 2024, and a one (1) time implementation cost of \$4,226.84;

Approvals

- E. Approving a change in date for the Colm Keegan Concert to Sunday, July 23, 2023, and allowing the Toms River Branch to be open afterhours;
- F. Approving the Friends of the Beachwood Branch to have their meetings in the Beachwood Branch before normal open hours on the following Friday's from 9:00 a.m. to 10:00 a.m. on the following dates: August 4, 2023, November 3, 2023, and December 1, 2023;
- G. Approving the Point Pleasant Beach Branch to have an offsite outdoor musical performance of Keven Kelly and Friends at the Borough of Point Pleasant Beach's Bandshell on the corner of Arnold and Baltimore Avenues on Monday, July 24, 2023, at 7:00 p.m.;
- H. Approving the Lions club and the Point Pleasant Borough High School's Leo Club to have a collection bin in the Point Pleasant Borough Branch from Friday, September 1, 2023, through Monday, July 1, 2024, to collect eyeglass donations;
- I. Approving the Friends of the Ocean County Library – Toms River Branch to use three (3) parking spaces designated for guests behind the Toms River Branch on a date to be determined for an ice cream truck to serve staff as a form of appreciation;
- J. Approving the Brick Branch, Jackson Branch, Little Egg Harbor Branch, and the Toms River Branch to have collection bins to collect personal hygiene items and donate them to the Department of Children and Families during the month of September 2023;

Donations

- K. Accepting a \$200.00 donation from Joan & Dennis Campbell in Memory of Mimi Tyler for Adult Print Materials on art, music, and gardening for the Long Beach Island Branch;
- L. Accepting a \$400.00 donation from the Friends of the Jackson Library for Young Adult Programs at the Jackson Branch;
- M. Accepting a \$500.00 donation from Barbara e. LaBatt in Memory of Dagmar Finkle to be used at the discretion of the Upper Shores Branch;
- N. Accepting a \$200.00 donation from the Ocean County Library Foundation for a donation that was intended for the Ocean County Library Jackson Branch by Jen Steinman;
- O. Accepting a \$350.00 donation from Melissa & Steve Orłowski in Memory of Barbara Furman to be used at the discretion of the Stafford Branch;
- P. Accepting a \$270.24 donation from the Friends of the Ocean County Library – Toms River for office supplies and to purchase acrylic sign holders and easels for the Toms River Branch;

- Q. Accepting a \$451.86 donation from the Friends of the Ocean County Library – Toms River to purchase raffle prizes for the Toms River Branch’s 2023 Summer Reading Program;
- R. Accepting a \$992.75 donation from the Friends of the Ocean County Library – Toms River to be used to purchase book carts for the Toms River Branch;
- S. Accepting a \$300.00 donation from the Toms River Police Foundation to be used at the discretion of the Toms River Branch.

19. Old Business

20. Public Comment

21. Closed Session – No Closed Session.

22. Adjourn