

# OCEAN COUNTY LIBRARY COMMISSION

Tuesday, August 15, 2023

## AGENDA

1. Open Public Meetings Act
2. Pledge of Allegiance
3. Roll Call and Announcements
4. Approval of Minutes, Regular Meeting, July 18, 2023
5. Approval of Financial Statement, July 2023
6. Personnel Actions
7. Action on Bill List #8
8. Ratification of Salary Expenditures
9. Director's Report
10. Communications
11. New Business

### **Resolutions**

- A. Honoring Toni Smirniw, Librarian 3, Branch Manager Long Beach Island Branch as she retires on September 1, 2023, after twenty-six (26) years of dedicated service to the Ocean County Library;
- B. Authorizing the Library Director or her designee to prepare and advertise for Request for Qualifications for Various Exempt Services (books, audio, video, magazines, downloadable, etc.) in accordance with N.J.S.A. 19:44A-20 et.;
- C. Authorizing the Ocean County Library System Teen Services Department to apply for the Baker & Taylor / YALSA Collection Development Grant for a collection development project to support young adults ages 12 to 18 in the amount of \$1,000.00;

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

- D. Approving Award of Bid for Janitorial Services second year renewal option for the period of September 1, 2023, through August 31, 2024, as reviewed by the Ocean County Library's Purchasing Department:
  - Region I (B, PX, P, UP) – Best Cleaning Building Service, Inc., yearly cost = \$84,480.00
  - Region II (BKY, BD, LA, WA, BGT) – One Total Cleaning Services, yearly cost = \$50,400.00

- Region III (STF, LBI, TU, LEH) – One Total Cleaning Services, yearly cost = \$40,00.08
- Region IV (MA, PL, LAK, JA, WH) – Best Cleaning Building Services, Inc., yearly cost = \$199,255.68
- Region V (TR) – Best Cleaning Building Services, Inc., yearly cost, \$135,900.00  
Contract # (C-22-05);

### **Approvals**

- E. Approving the submission of a preliminary 2024 Capital Budget request to the County of Ocean as authorized by the Library Commission Chairperson;
- F. Approving the 2023 James J. Mancini Author Program featuring Sandra Brown on Saturday, September 23, 2023, and allowing the Toms River Branch to be open after-hours from 5:00 p.m. to 9:00 p.m.;
- G. Approving the Jackson Friends of the Library to fund the purchase of two (2) mobile book display units not to exceed \$3,000.00 for the Jackson Branch;
- H. Approving the use of the Long Beach Island Branch as a mustering location for the Ethel Jacobsen School during the 2023-2024 school year in the event of an emergency during normal Branch hours.

### **Donations**

12. Old Business

13. Public Comment

14. Closed Session for matters related to attorney client privilege and review of pending litigation, and contractual matters related to lease or acquisition of property, and personnel.

15. Adjourn