

# OCEAN COUNTY LIBRARY COMMISSION

Tuesday, September 19, 2023

## AGENDA

1. Open Public Meetings Act
2. Pledge of Allegiance
3. Roll Call and Announcements
4. Approval of Minutes, Regular Meeting, August 15, 2023
5. Approval of Closed Session Minutes, August 15, 2023
6. Approval of Financial Statement, August 2023
7. Personnel Actions
8. Action on Bill List #9
9. Ratification of Salary Expenditures
10. Director's Report
11. Committee Reports
12. Communications
13. 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 2024, 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 2024;
- C. Authorizing the Library Director or her designee to prepare and advertise soliciting public bids for ramp and stair replacements at the Long Branch Island Branch;
- D. Appointing Jessica Nappi, Senior Accountant as petty cash custodian;
- E. Authorizing a resolution to donate obsolete electronic equipment no longer needed to the County of Ocean's recycling program;

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

## **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 27, 2023, through Sunday, November 5, 2023, branches are: Berkeley Branch, Brick Branch, Jackson Branch, Little Egg Harbor Branch, Manchester Branch, Toms River Branch, and Upper Shores Branch;
- G. Approving the Beachwood Branch to have an off-site program on Saturday, October 14, 2023, at the Beachwood Community Center;
- H. Approving the Friends of the Beachwood Branch to have a meeting in the Beachwood Branch before normal open hours on Friday, November 10, 2023;
- I. Approving the Manchester Branch to close the main parking lot from 9:00 a.m. to 12:00 p.m. on Saturday, September 30, 2023 for the Manchester Branch's "Touch-a-Truck" event;
- J. Authorizing the Point Pleasant Beach Library Association to utilize the Point Pleasant Beach Branch after normal open hours on Saturday, September 30, 2023, for them to host a tea party for supporters of the Association;
- K. Approving the Stafford Branch to partner with the Manahawkin Elks Lodge in support of their grant application to the Elks National Foundation for story-times, literacy activities, and activities on the topic of food insecurity;
- L. Approving the Friends of the Waretown Library to purchase book carts for the Waretown Branch at a cost of not more than \$1,210.55 including shipping;

## **Donations**

- M. Accepting a \$1,000.00 donation from Cathy O'Donnell in memory of her late husband Douglas Neiss to be used at the discretion of the Brick Branch;
- N. Accepting a \$205.00 donation from the Friends of the Jackson Library for Adult Programming at the Jackson Branch;
- O. Accepting a \$400.00 donation from the Friends of the Jackson Library for Juvenile Programming at the Jackson Branch;
- P. Accepting a \$200.00 donation from the Friends of the Point Pleasant Beach Branch to purchase prizes for the ongoing Point Pleasant Beach scavenger hunt;
- Q. Accepting a \$5,000.00 donation from Michelle Hiscott and John Schuld to be used for adult programming and print materials in honor of their late mother, Kathleen Schuld at the Upper Shores Branch;
- R. Accepting a donation of nineteen (19) copies of Narcotics Anonymous, 6<sup>th</sup> edition to the Ocean County Library from the Ocean Area Narcotics Anonymous;
- S. Accepting a donation from Min Koptic of a Merlin HD Ultra Enhanced Vision Machine for the Little Egg Harbor Branch, estimated value is \$3,750.00;

14. Old Business

15. Public Comment

16. Closed Session for matters related to attorney client privilege, contractual matters related to lease or acquisition of property, and matter involving employment.

17. Adjourn

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