

OCEAN COUNTY LIBRARY COMMISSION  
MINUTES OF THE REGULAR MEETING  
Tuesday, April 18, 2023

Attendees: Ocean County Library Commission  
Timothy McDonald, Chair – (Arrived after the start of the meeting)  
Paul F. Wolleon, Vice Chair  
Susan L. Hutler (Via Conference Call)  
Henry J. Mancini  
Christopher J. Mullins (Via Conference Call)  
Bonnie R. Peterson  
Ruthanne Scaturro

Absent:

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

Presiding: Paul Wolleon, Vice Chair

Mr. Wolleon 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 December 28, 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 8, 2023, advance written notice of this meeting was published in the *Asbury Park Press*;
  3. On January 8, 2023, advance written notice of this meeting was published in *The Press of Atlantic City*;
  4. On January 4, 2023, advance written notice of this meeting was filed with the Clerk of the County of Ocean;
  5. On January 4, 2023, 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 4, 2023.
2. Pledge of Allegiance
3. Roll Call and Announcements

4. Approval of Minutes, Rescheduled Regular Meeting, March 28, 2023 (Copy on file, Library Administration Office)

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

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

Abstain: Mrs. Hutler, Mr. Mullins, Mrs. Scaturro

Passed unanimously

5. Approval of Minutes, Closed Session, March 28, 2023 (Copy on file, Library Administration Office)

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

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

Abstain: Mrs. Hutler, Mr. Mullins, Mrs. Scaturro

Passed unanimously

6. Approval of Financial Statement, March 2023 (Copy on file, Library Administration Office)

Motion to approve: Mrs. Scaturro  
Second: Mr. Mancini

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

Passed unanimously

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

Motion to approve: Mrs. Scaturro  
Second: Mrs. Peterson

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

Passed unanimously

8. Approval of Bill Certificate List # 4 (Copy on file, Library Administration Office)

Motion to approve: Mr. Mancini  
Second: Mrs. Scaturro

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

Passed unanimously

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

Motion to approve: Mrs. Peterson  
Second: Mrs. Scaturro

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

Passed unanimously

10. Director's Report

Ms. Quinn reported on the following:

**Ocean County Library is a Finalist for the 2023 IMLS National Medal:** The Institute of Museum and Library Services (IMLS) in Washington, DC has named Ocean County Library a finalist for the 2023 IMLS National Medal for Museum and Library Service. There are thirty (30) finalists from throughout the United States for the 2023 National Medal for Museum and Library Service. Fifteen (15) libraries and fifteen (15) museums. The National Medal is the nation's highest honor given to museums and libraries that demonstrate excellence in service to their communities.

This nomination is the result of Ocean County Library staff's work to make our communities better every day and to make the library a welcoming space for all. Becoming a finalist, among hundreds of applicants, is an honor. The Ocean County Library's work in creating sensory spaces and information resources for people with Autism or who are neurodiverse are innovations where Ocean County Library leads among the nation's libraries.

**Jackson Branch Sensory Space Grand Opening:** On Tuesday, April 4, 2023, the Jackson Branch celebrated the grand opening of the sensory space. This is the second sensory space in the library system. Library Commission Chair Tim McDonald was at the event. Ocean County Commissioner Director Joseph H. Vicari was also at the event and presented a proclamation. Assemblyman Alex Sauickie presented a proclamation from the New Jersey Legislature. A representative from U.S. Congressman Chris Smith's office also presented a proclamation. Ms. Quinn thanked Jackson Branch Manager Karen Powell, Chief Librarian Melissa Rutkowski, Assistant Library Director Sara Siegler, Facilities Manager Joe Cahill, Assistant Facilities Manager Michael Erickson, and Assistant Facilities Manager Barry DePaul who were the project leads on renovating the old computer labs into the branch's new Sensory Space.

**Sixth (6<sup>th</sup>) Annual Autism Resources Fair:** the Sixth (6<sup>th</sup>) Annual Autism Resources Fair was held in-person on Saturday, April 15, 2023, at the Toms River Branch. The event was well attended. The public was able to connect in-person with representatives from over forty (40) state, county, and community based organizations. Ms. Quinn thanked all of the staff who worked the event which included members of the Autism Resources Fair Committee, the Cultural Awareness Team, and other staff volunteers from throughout the Library System. Special thanks to the Fair Committee co-chairs Wendi Smolowitz and Kate Sanchez for their hard work and leadership in organizing this event which requires several months of planning.

**National Library Week (April 23 – 29, 2023):** National Library Week is celebrated April 23 – 29, and is a time to celebrate our nation's libraries, library workers' contributions and to promote library use and support. The theme for 2023 is, "There's More to the Story", illustrating the fact that in addition to the books in the library collections libraries offer so much more. At Ocean County Library this includes lending items like museum passes, video games, laptops, hot spots, Wonderbooks (talking picture books for children), and Launchpad's (tablets preloaded with content for all ages with an easy-to-use interface to support cognitive development that does not connect to internet for require Wi-Fi); and providing Library programming that brings communities together for entertainment, education, and connection through book clubs, storytimes, movie nights, crafting classes, and lectures.

The Ocean County Library also provides internet and technology access, literacy skills, and support for businesses, job seekers, and entrepreneurs. MakerSpaces to support education in science, technology engineering, and mathematics (STEM), and Sensory Spaces which are visually stimulating, tactile, calming and interactive to provide a welcoming place in our branches for people with Autism or who are neurodiverse. During National Library Week we encourage all our residents to visit the Ocean County Library to discover all the Library offers.

**Barnegat Branch Celebrates 30<sup>th</sup> Anniversary:** The Barnegat Branch is celebrating its Grand Opening in 1993, and will be celebrated on Saturday, April 29, 2023. All are invited to attend the festivities throughout the day at the Branch. We received a proclamation from the Ocean County Board of Commissioners recognizing April 29, 2023, as Barnegat Library Day in Ocean County.

#### 11. Committee Reports

**Ocean County Library Foundation Event on May 18, 2023:** Mrs. Hutler reported that the Library Foundation is in the process of hosting an event on Thursday, May 18, 2023, at the Cuisine on the Green in Little Egg Harbor. The Foundation will be meeting on Thursday, April 20, 2023, and more information will be forthcoming.

#### 12. Communications – No Communications

### 13. New Business

#### Resolutions

- A. Honoring April 23 – 29, 2023, as National Library Week;
- B. Authorizing a resolution to solicit formal public bids for restroom renovations at the Barnegat, Berkeley, Lacey, and Waretown Branches;

#### Bid Awards / Change Orders / Contracts

#### Approvals

- C. Approving the Jackson Branch's Knit Chat Chain group to have a collection bin in the Jackson Branch from Thursday, June 1, 2023, through Thursday, August 31, 2023, to collect yarn to be donated to local organizations;
- D. Approving the Jackson Friends of the Library to donate \$600.00 to the Jackson Branch for Sensory Space items;
- E. Approving the Little Egg Harbor Branch Youth Services Department to host four (4) offsite programs at the Little Egg Harbor Senior Center Community Garden in collaboration with the Township of Little Egg Harbor on Tuesday, May 16, 2023, Friday, June 30, 2023, Thursday, July 20, 2023, and Wednesday, August 23, 2023;

#### Donations

- F. Accepting a donation in the amount of \$1,149.99 from the Friends of the Jackson Library to purchase furniture and a Mobile Book Display for the Jackson Branch;

Approval of Items "A" through "F":

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

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

Passed unanimously

### 14. Old Business

**Manchester Township Request:** Ms. Quinn stated that the Manchester Township Clerk was contacted regarding their request to use the Manchester Branch Library as a polling location for the primary election.

15. Public Comment

Ms. Irene Watson, Toms River resident and retired special education teacher for Lacey Township attended the meeting and spoke on the following topic:

She attended the Autism Resources Fair at the Toms River Branch on Saturday, April 15, 2023, with her granddaughter. During the Fair she noticed a gentleman with brown hair, hairy legs, and wearing a green sundress and accessed the children's area bathroom. She stated the state law and asked what the libraries policy is.

Mr. McDonald arrived at this time.

It was explained to Ms. Watson that the library follows the state law and the bathroom in question is a private single use bathroom and is accessible by anyone that wishes to use it. The Toms River Branch current has three (3) single use bathrooms around the Branch.

16. Closed Session for the purposes of matters related to lease or acquisition of property and discussion of security tactics at library branches.

Motion to approve: Mrs. Scaturro  
Second: Mr. Mancini

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

Passed unanimously

Motion to return to Open Session:  
Mrs. Scaturro  
Second: Mr. Mancini  
Roll Call: All members answered Aye

17. Move to adjourn: Mrs. Scaturro  
Second: Mr. Mancini  
Roll Call: All members answered Aye

Passed unanimously

The meeting adjourned at 4:42 p.m.

Respectfully submitted,



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