

OCEAN COUNTY LIBRARY COMMISSION

Tuesday, March 19, 2024

AGENDA

1. Open Public Meetings Act
2. The Pledge of Allegiance
3. Roll Call and Announcements
4. Approval of Minutes, Regular Meeting, February 20, 2024
5. Approval of Financial Statement, February, 2024
6. Personnel Actions
7. Action on Bill List #3
8. Ratification of Salary Expenditures
9. Director's Report
 - A. Update to the General Policy Manual Rules of Conduct A.5.1 and A.5.1.1 Policy on Suspension or Limitation of Library Privileges for Violation of the Library's Rules of Conduct: Banning.
 - B. Update on Facilities Projects
10. Committee Reports
11. Communications
 - A. Letter from Jackson Township Councilman Mordechai Burnstein of February 27, 2024, recommending the Jackson Branch Library be open on Sundays from 1:00 p.m. to 5:00 p.m.
12. New Business

Resolutions

- A. Honoring Meagan Harrison, Librarian 2, Collections as she retires on May 1, 2024, after Twenty-Five (25) years of dedicated service to the Ocean County Library;

Bid Awards / Change Orders / Contracts

- B. Authorizing Award of Bid for the purchase of five (5) twelve (12) Bay Laptop Units with Annual Platinum Plus Level Service to Java Connections, LLC d/b/a Laptops Anytime at total cost of \$159,962.50. Contract Number (C-24-04);
- C. Approving Award of Bid for Lawn Mowing, Shrub Care, and Snow Removal Services for the period of April 1, 2024, through March 31, 2025, with a second year renewable option to RPM Landscaping Contractor, LLC as follows:
 - Region II (B, P, PX, UP): yearly cost = \$22,997.00
 - Region III (BD, BGT, BKY, IH, LA, WA): yearly cost = \$25,725.00
 - Region IV (LBI, LEH, STF, TU): yearly cost= \$21,290.00
 - Region V (JA, LAK, MA, PL,): yearly cost = \$41,650.00Contract Number: (C-24-03).

Approvals

- D. Approving an update to the General Policy Manual, *A.5.1 Rules of Conduct*;
- E. Approving an update to the General Policy Manual, *A.5.1.1 Policy on Suspension or Limitation of Library Privileges for Violation of the Library's Rules of Conduct: Banning Procedures*;
- F. Approving the Barnegat Branch to attend Barnegat Township's Pirate's Day on Saturday, May 4, 2024, the event was previously approved to attend in September 2024;
- G. Approving the Lacey Branch to have an off-site program, *Family Trails at Eno's Pond County Park* on Friday, August 16, 2024, at the Eno's Pond County Park in Lacey Township;
- H. Approving the Friends of the Jackson Library to donate \$900.00 to the Jackson Branch for Youth Services programming and Summer Reading 2024 prizes;
- I. Approving the Friends of the Jackson Library to donate up to \$5,000.00 to the Jackson Branch for new furniture and interactive play stations in the Children's Department;
- J. Approving the Little Egg Harbor Branch to have two (2) off-site nature walks in partnership with the Ocean County Parks Department on Friday, August 9, 2024, and Saturday, August 10, 2024, at the Ocean County Freedom Fields in Little Egg Harbor;
- K. Approving the Little Egg Harbor Branch and patrons to make and donate felt cat toys to the Friends of the Southern Ocean County Animal Shelter;
- L. Approving the Little Egg Harbor Branch to create a *Kindness Rock Garden* in partnership with the Robert C. Wood Early Childhood Center on Tuesday, April 9, 2024, and place the rocks in the landscaping around the front of the Branch for display;
- M. Approving the Stafford Branch to partner with the Rutgers Cooperative Extension of Ocean County, New Jersey Agricultural Experiment Station Extension Center in Toms River to host a display on water conservation in the Branch in honor of Earth Day from Monday, April 15, 2024, through Wednesday, May 15, 2024;
- N. Approving an update to the Friends of the Upper Shores Library By-laws;

Donations

- O. Accepting an Eschenbach 165011 SmartLux Digital Handheld Video Magnifier from Robin Petty for the Brick Branch, estimated value of \$600.00;
- P. Accepting a donation of \$400.00 from the Friends of the Jackson Library for Juvenile Programs at the Jackson Branch;
- Q. Accepting a donation of \$500.00 from the Friends of the Jackson Library for Programming Supplies at the Jackson Branch;
- R. Accepting a donation of \$1,020.00 from the Friends of the Jackson Library for Furniture/Fixtures at the Jackson Branch.

- 13. Old Business
- 14. Public Comment
- 15. Closed Session – No Closed Session.
- 16. Adjourn