

OCEAN COUNTY LIBRARY COMMISSION

Tuesday, July 23, 2024

Rescheduled from Tuesday, July 16, 2024

AGENDA

1. Open Public Meetings Act
2. Pledge of Allegiance
3. Roll Call and Announcements
4. Approval of Minutes, Regular Meeting, June 18, 2024
5. Approval of Closed Session Minutes, June 18, 2024
6. Approval of Financial Statement, June 2024
7. Personnel Actions
8. Ratification of Bill List #7
9. Ratification of Salary Expenditures to be paid June 2024
10. Director's Report
 - A. Presentation on the new Stafford Branch Library
11. Committee Reports
12. Communications
13. New Business

Resolutions

- A. 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;
- B. Authorizing transfer of \$1,035,000.00 from the Library General Account (209-290-0029) to the Building Improvement Fund Account (209-290-0045) for purchasing all furniture, fixtures, and equipment (FF&E) for the new Stafford Library;

Bid Awards / Change Orders / Contracts

- C. Approving the 2nd year renewal option for Debt Collection Services to Unique Management Services, Inc. for a one (1) year period, for a per submission fee of \$9.85. Contract Number: (C-23-02);
- D. Approving Award of Bid for the furnishing of Library Collections Performance Software for the Ocean County Library System for a two (2) year period to Baker & Taylor, LLC at a yearly rate of \$35,086.00. Contract Number: (C-24-07);

- E. Approving an agreement with Atlantic Tomorrows Office, White Plains, NY under N.J. State Contract # 24-FOOD-52426 to purchase four (4) copiers at a total cost of \$69,800.00;
- F. Authorizing the Library as requested by the County of Ocean to utilize services of the Educational Services Commission of New Jersey (ESCNJ) and State Contracts for the purpose of purchasing all furniture, fixtures, and equipment (FF&E) for the new Stafford Branch Library;
- G. Approving Award of Bid for Janitorial Services for one (1) year for the period of September 1, 2024, through August 31, 2025, with a second year renewable option, to the following, as reviewed by the Ocean County Library's Purchasing Department:
- Region I (B, PX, P, UP) – Best Cleaning Building Service, Inc., yearly cost = \$85,860.00
 - Region II (BGT, BD, BKY, IH, LA, WA) – Hudson Community Enterprises, yearly cost = \$78,837.00
 - Region III (LEH, LBI, STF, TU) – Hudson Community Enterprises, yearly cost = \$94,413.24
 - Region IV (JA, LAK, MA, PL, WH) – Hudson Community Enterprises, yearly cost = \$193,509.00
 - Region V (TR & Bishop Building) – Andrews & Company, LLC, yearly cost, \$136,200.00
- Contract # (C-24-08);

Approvals

- H. Approving the Beachwood Branch to collect jewelry donations for the Beachwood Friends of the Library in the Branch from Wednesday, July 17, 2024, through Friday, November 1, 2024;
- I. Approving the Trustees of the Island Heights Library to purchase a boogie board and Lego set for the Island Height Branch to be used for the Young Adult and Children's Summer Reading prizes;
- J. Approving the Friends of the Little Egg Harbor Branch to have an ice cream truck for the End of Summer Reading Ice Cream Social on Thursday, August 15, 2024, from 2:00 p.m. to 4:00 p.m.;
- K. Approving the Barnegat Branch, Long Beach Island Branch and Stafford Branch to partner with the Kiwanis Club on LBI to collect new socks for the "Happy Feet" project to benefit a variety of military groups, at risk women and children, and local homeless facilities from Tuesday, September 3, 2024, through Tuesday, December 3, 2024;

Donations

- L. Accepting a Nintendo Switch, and additional Joycon set, a Joycon charging station and one (1) game from the Trustees of the Island Heights Library for the Ocean County Library System, estimated value is \$580.00;
- M. Accepting a \$500.00 donation from the Friends of the Jackson Library to be used for Young Adult Programs at the Jackson Branch.

14. Old Business

15. Public Comment

16. Closed Session for matters related to collective bargaining, personnel, and contractual matters.

17. Adjourn