

**OCEAN COUNTY LIBRARY COMMISSION
MINUTES OF THE REGULAR MEETING
Tuesday, October 22, 2024
Rescheduled from October 15, 2024**

Attendees: Ocean County Library Commission
Timothy McDonald, Chair
Paul F. Wolleon, Vice Chair
Susan L. Hutler (Via Phone After the Start of the Meeting)
Henry J. Mancini
Christopher J. Mullins (Via Phone)

Absent: Bonnie R. Peterson
Ruthanne Scaturro

Other Attendees: Robert D. Budes, Esq., Library Counsel
Susan Quinn, Library Director

Presiding: Timothy McDonald, Chair

Mr. McDonald 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 October 18, 2024, 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 October 23, 2024, advance written notice of this meeting was published in the *Asbury Park Press*;
3. On October 24, 2024, advance written notice of this meeting was published in *The Press of Atlantic City*;
4. On October 18, 2024, advance written notice of this meeting was filed with the Clerk of the County of Ocean;
5. On October 18, 2024, 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 October 18, 2024.

2. Pledge of Allegiance

3. Roll Call and Announcements

Ms. Quinn asked for a moment of silence in remembrance of the passing of Donna Ahlbrandt, Senior Library Assistant, Little Egg Harbor Branch who passed away on October 12, 2024.

4. Approval of Minutes, Regular Meeting, September 17, 2024 (Copy on file, Library Administration Office)

Motion to approve: Mr. Wolleon
Second: Mr. Mancini

Roll Call: Ayes: Mr. Wolleon, Mr. McDonald

Abstained: Mr. Mancini, Mr. Mullins

Item did not pass by a quorum vote and will be placed on the November 19, 2024, Library Commission Meeting agenda.

5. Approval of Minutes, Closed Session, September 17, 2024 (Copy on file, Library Administration Office)

Motion to approve: Mr. Wolleon
Second: Mr. Mancini

Roll Call: Ayes: Mr. Wolleon, Mr. McDonald

Abstained: Mr. Mancini, Mr. Mullins

Item did not pass by a quorum vote and will be placed on the November 19, 2024, Library Commission Meeting agenda.

6. Approval of Financial Statement, September 2024 (Copy on file, Library Administration Office)

Motion to approve: Mr. Mancini
Second: Mr. Wolleon

Roll Call: Ayes: Mr. Mancini, Mr. Mullins, Mr. Wolleon, Mr. McDonald

Passed unanimously

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

Motion to approve: Mr. Mancini
Second: Mr. Wolleon

Roll Call: Ayes: Mr. Mancini, Mr. Mullins, Mr. Wolleon, Mr. McDonald

Passed unanimously

8. Approval of Bill Certificate List # 10 (Copy on file, Library Administration Office)

Motion to approve: Mr. Wolleon
Second: Mr. Mancini

Roll Call: Ayes: Mr. Mancini, Mr. Mullins, Mr. Wolleon, Mr. McDonald

Passed unanimously

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

Motion to approve: Mr. Mancini
Second: Mr. Wolleon

Roll Call: Ayes: Mr. Mancini, Mr. Mullins, Mr. Wolleon, Mr. McDonald

Passed unanimously

10. Director's Report

Ms. Quinn reported on the following:

MOCEANS will be honoring Jennifer Doderer, Human Resources Director at their Harvest of Hope event on Wednesday, November 20, 2024 from 6:00 p.m. to 9:00 p.m. at the Spring Lake Manor. Ms. Doderer is being presented with the Community Connector Award.

11. Committee Report – No Committees Reported

12. Communications – No Communications

13. New Business

Resolutions

- A. Ratifying the Actions of Administration Adopting the Open Public Records Act (OPRA) Request Form established by the Government Records Council in accordance with P.L. 2024, c. 16, effective September 3, 2024;
- B. Honoring October 20 – 26, 2024, as Friends of the Library Week;
- C. Authorizing the Library to apply to the State of New Jersey's Clean Energy Program to participate in their New Jersey Clean Energy Program to obtain energy audits of its facilities;
- D. Authorizing a resolution to distribute requests for proposals for the provision of Hardware/Software Service and Support Agreements for Laptop Lending Kiosks;

Bid Awards / Change Orders / Contracts

- E. Authorizing execution of a 2025 Intergovernmental Services Agreement with the County of Ocean for Vehicle Maintenance and Repairs at a cost not to exceed \$160,000.00;
- F. Accepting the New Jersey Commission for the Blind and Visually Impaired's letter cancelling their agreement to operate the Ocean County Library's Café at the Toms River Branch;

Approvals

- G. Approving the Library to partner with various local charitable and community based organizations to collect items to benefit Ocean County residents in need from Wednesday, October 16, 2024, through Thursday, January 2, 2025;
- H. Approving the Friends of the Beachwood Branch to have meetings in the Beachwood Branch before normal open hours on the second Wednesday's of the month on: January 8, 2025, February 12, 2025, March 12, 2025, April 9, 2025, May 14, 2025, June 11, 2025, July 9, 2025, August 13, 2025, September 10, 2025, October 8, 2025, November 12, 2025, and December 10, 2025;
- I. Approving the Friends of the Beachwood Branch to continue their partnership with the non-profit group Always Supporting our Military by maintaining a collection bin in the Beachwood Branch from Wednesday, January 1, 2025, through Wednesday, December 31, 2025;
- J. Approving the Lacey Branch to donate no sew blankets to the Associated Humane Societies Popcorn Park Zoo Sanctuary for their shelter animals. The no sew blankets will be created as part of the branch's Martin Luther King, Jr. Day of Service program;

Donations

- K. Accepting a \$250.00 donation from the Ocean County Library Foundation to the 2024 CommUNITY Day on Tuesday, September 24, 2024;
- L. Accepting a \$300.00 donation from the Ocean County Library Foundation for 2023 OceanFirst Foundation Arts & Cultural Grant funding;
- M. Accepting a \$11,700.00 donation for the Ocean County Library 100th Anniversary funding;
- N. Accepting a \$300.00 donation from the Friends of the Brick Library to be used by the Brick Branch Young Adult Services for craft supplies;
- O. Accepting a \$300.00 donation from the Lavallette Pickelball Club to be used at the discretion of the Upper Shores Branch;
- P. Accepting a \$250.00 donation from Carol Ann Rothman thanking the Upper Shores Branch for a such a welcoming and helpful library, to be used at the discretion of the Upper Shores Branch;
- Q. Accepting a \$200.00 donation from Bill & Phyllis Tozzi to be used at the discretion of the Upper Shores Branch.

Approval of Items "A" through "Q":

Motion to approve: Mr. Mancini
Second: Mr. Wolleon

Roll Call: Ayes: Mr. Mancini, Mr. Mullins, Mr. Wolleon, Mr. McDonald

Passed unanimously

14. Old Business – No Old Business

15. Public Comment

Robert Wood, Assistant General Manager, JBJ Soul Kitchen presented the Library Commission with a proposal to have a JBJ Soul Kitchen/Café at the Toms River Branch for the winter months of January 2025 through April 2025.

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

Motion to approve: Mr. Mancini
Second: Mr. Wolleon

Roll Call: Ayes: Mr. Mancini, Mr. Mullins, Mr. Wolleon, Mr. McDonald

Passed unanimously

Mrs. Hutler called into the meeting during Closed Session.

Motion to return to Open Session:

Second: Mr. Mancini
Mr. Wolleon

Roll Call: All members answered Aye

Passed unanimously

1) Motion to approve Contractual Agreement between Ocean County Library and Ocean County Library Employee Association Librarian's Unit:

Second: Mr. Wolleon
Mr. Mancini

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

Passed unanimously

2) Motion to approve Contractual Agreement between Ocean County Library and Ocean County Library Employee Association Supervisory Librarians:

Second: Mrs. Hutler
Mr. Wolleon

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

Passed unanimously

3) Motion to approve Addendum to the Personnel Resolution for salary increases for Librarians Non-Supervisory Unit and Librarian Supervisory Unit:

Second: Mr. Wolleon
Mr. Mancini

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

Passed unanimously

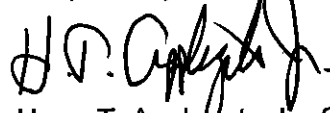
17. Move to adjourn: Mr. Mancini
Second: Mr. Wolleon

Roll Call: All members answered Aye

Passed unanimously

The meeting adjourned at 4:24 p.m.

Respectfully submitted,



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