

# OCEAN COUNTY LIBRARY COMMISSION

Tuesday, January 21, 2025

## AGENDA

1. Open Public Meetings Act
2. Roll Call and Announcements
3. Approval of Minutes, Regular Meeting, December 17, 2024
4. Approval of Minutes Closed Session, December 17, 2024
5. Approval of Financial Statement, December 2024
6. Personnel Actions
7. Action on Bill List #13 and #1
8. Ratification of Salary Expenditures
9. Director's Report
10. Committee Reports
11. Communications
12. New Business

### **Resolutions**

- A. Honoring Joseph Cahill, Facilities Manager, Facilities as he retires on February 1, 2025, after more than thirty-five (35) years of dedicated service to the Ocean County Library;
- B. Authorizing a resolution to designate Ocean County Library employees to serve as authorized signers on depository accounts held by the Ocean County Treasurer on behalf of the Ocean County Library;
- C. Authorizing the Library Buyers to purchase materials, supplies and equipment for the Ocean County Library through State Contracts and pursuant to the Local Public Contracts Law and all New Jersey State Laws; and authorize the Purchasing Agent and Facilities Manager to purchase materials, supplies and equipment in the absence of the Library Buyer; and authorize the following Library titles (Library Director; Assistant Library Director, and Chief Librarian) to sign orders for the payment of goods and services relating to the Library;
- D. Authorizing the expenditure of the State Per Capita Aid account in the amount of \$274,653.00 for salaries in the 3rd pay period of 2025;
- E. Authorizing the Ocean County Library to participate in the vision care plan provided by the County of Ocean for County employees in 2025. County of Ocean Contract Number (PP2024-144);

- F. Authorizing the Library to apply for a New Jersey Council for the Humanities Sponsorship in the amount up to \$1,000.00 to host Michele LaRue for National Poetry Month in April 2025;
- G. Authorizing the Library to apply for the Firehouse Subs Public Safety Foundation Grant to help cover or defray the cost of Automated External Defibrillators (AED) for Ocean County Library locations;
- H. Authorizing a resolution to solicit formal public bids for Automatic Door Service & Repairs for various library locations for a one (1) year period with an optional 2<sup>nd</sup> year renewal;

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

- I. Authorizing Award of Bid for the furnishing of Marketing Automation Software for the Ocean County Library at a cost not to exceed \$30,000.00 to Springhare, LLC. Contract Number: (C-25-01);
- J. Amending the Award of Bid for Hardware and Software Support for seven (7) Laptop Lending Kiosks for 2024-2025 to the corrected price of \$38,197.50 due to a typographical error. Contract Number: (C-24-09);

### **Approvals**

- K. Approving the Library Director to submit the New Jersey State Library Annual Report with the permission of the Library Commission Chairperson by the March 17, 2025 deadline;
- L. Approving the Beachwood Branch to hold the 250<sup>th</sup> Anniversary of the Revolution War program in celebration of Women's History Month offsite at the Mayo Park Center in Beachwood on Thursday, March 20, 2025;
- M. Approving Roman Fumo's Eagle Scout Project in building a bike rack at the Island Height Branch;
- N. Approving the Point Pleasant Beach Library Association to have meetings in the Point Pleasant Beach Branch after normal open hours at 7:00 p.m. on the following Tuesdays: February 4, 2025, April 1, 2025, June 3, 2025, August 5, 2025, October 7, 2025, and December 2, 2025;
- O. Approving the Point Pleasant Beach Library Association to host an after-hours fundraiser on Thursday, February 20, 2025, from 6:00 p.m. to 9:00 p.m.;
- P. Approving the Toms River 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 from Sunday, February 1, 2025, through Thursday, May 1, 2025;

### **Donations**

- Q. Accepting a donation of \$350.00 from the Friends of the Jackson Library to be used for Young Adult Programs at the Jackson Branch;

- R. Accepting a donation of \$250.00 from Shawn Kennish to be used at the discretion of the Jackson Branch;
- S. Accepting a donation of \$1,000.00 from R. Gregory Dunn, Jr. & Kathryn S. Dunn in Memory of Mary Perabo to be used at the discretion of the Toms River Branch;
- T. Accepting a donation of \$300.00 from Richard & Rita Herber to be used for Non-Fiction Print Materials for the Toms River Branch;
- U. Accepting a donation of \$200.00 from Fred & Ida Perabo in Memory of Mary Perabo to be used at the discretion of the Toms River Branch;
- V. Accepting a donation of \$500.00 from Mary Gibbons to be used at the discretion of the Upper Shores Branch.

13. Old Business

14. Public Comment

15. Closed Session for personnel matters and professional services.

16. Adjourn