

OCEAN COUNTY LIBRARY COMMISSION  
MINUTES OF REORGANIZATION MEETING  
Tuesday, January 21, 2025

Attendees:            Ocean County Library Commission  
Timothy McDonald, Chair  
Paul F. Wolleon, Vice Chair  
Susan L. Hutler (Via Conference Call)  
Christopher J. Mullins  
Bonnie R. Peterson, Esq.

Absent:                Henry J. Mancini  
Ruthanne Scaturro

Other Attendees:    Laura Benson, 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 December 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 January 3, 2025, advance written notice of this meeting was published in the *Asbury Park Press*;
  3. On January 4, 2025, advance written notice of this meeting was published in *The Press of Atlantic City*;
  4. On December 18, 2024, advance written notice of this meeting was filed with the Clerk of the County of Ocean;
  5. On December 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 December 18, 2024.
  
2. Pledge of Allegiance
  
3. Roll Call and Announcements

Mr. McDonald acknowledged the new Ocean County Board of Commissioners Liaison to the Ocean County Library Commission Ms. Jennifer Bacchione who was present at the meeting.

Legal Counsel Ms. Benson swore in Bonnie R. Peterson, Esq. to another five (5) year term as Ocean County Library Commissioner.

4 Appointment of Ms. Benson as Temporary Chair

Mr. McDonald turned the meeting over to Ms. Benson at this time.

5. Election of Officers

Nominations for Chair

Nominations for Chairperson were called for by Ms. Benson. Mr. Wolleon nominated Mr. McDonald for Chair of the Ocean County Library Commission.

Second: Ms. Hutler

Roll Call: Ayes: All members answered Aye

Passed unanimously

The meeting was turned over to Chairman Mr. McDonald.

Nominations for Vice Chair

Mr. Mullins nominated Mr. Wolleon for Vice Chair of the Ocean County Library Commission.

Second: Mrs. Peterson

Roll Call: Ayes: All members answered Aye

Passed unanimously

6. Commission Representative to the Ocean County Library Foundation

Mr. Mullins nominated Mrs. Hutler for Ocean County Library Commission Representative to the Ocean County Library Foundation.

Second: Mrs. Peterson

Roll Call: Ayes: All members answered Aye

Passed unanimously

7. Professional Service Agreements for 2025 (Copies on file, Library Administration Office)

The following Professional Services Agreements were submitted for approval:

- A. Legal Counsel  
Accept all proposals but no award.
- B. Labor Counsel  
Citta, Holzapfel & Zabarsky  
Composite Hourly Rate: \$175.00  
Contract Number: (PSA-25-01)
- C. Auditor  
Holman, Frenia & Allison, P.C.  
Maximum Hourly Rate: \$220.00  
Contract Number: (PSA-25-02)
- D. Interior Design Services  
  
Clarke, Caton, Hintz  
Maximum Hourly Rate: \$245.00  
Contract Number (PSA-25-03)  
  
Lothrop  
Maximum Hourly Rate: \$340.00  
Contract Number (PSA-25-03)  
  
Settembrino Architects  
Maximum Hourly Rate: \$150.00  
Contract Number (PSA-25-03)  
  
Yezzi Associates, LLC  
Maximum Hourly Rate: \$195.00  
Contract Number (PSA-25-03)
- E. Special Conflict / Litigation Counsel  
Rothstein, Mandell, Strohm, Halm & Cipriani, P.A.  
Maximum Hourly Rate: \$160.00  
Contract Number (PSA-25-04)
- F. Special Labor Counsel Services  
Cleary Giacobbe Alfieri Jacobs LLC  
Maximum Hourly Rate: \$ 175.00  
Contract Number (PSA-25-05)

A Consent Motion to approve the Professional Services Agreements for 2025 was made by:

Second: Mr. Mullins  
Mr. Wolleon

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

Abstain: Mrs. Peterson

8. Designation of Official Newspaper

Motion to approve the designation of the *Asbury Park Press* and *The Press of Atlantic City* as the official newspapers to receive legal notices and also publication for informational purposes was made by:

Second: Mr. Wolleon  
Mr. Mullins

Roll Call: Ayes: All members answered Aye

Passed unanimously

9. Designation of Official Depositories for Library Funds

Motion to approve the designation of Wells Fargo, OceanFirst Bank, TD Bank, and Office of the Treasurer, County of Ocean, Toms River, NJ, as the official depositories for Library funds was made by:

Second: Mr. Wolleon  
Mrs. Peterson

Roll Call: Ayes: All members answered Aye

Passed unanimously

10. Motion to re-adopt the Commission By-laws as written:

Second: Mr. Mullins  
Mr. Wolleon

Roll Call: Ayes: All members answered Aye

Passed unanimously

11. Motion to accept the April 19, 2005, No Quorum Resolution as written:

Mrs. Peterson

Second: Mr. Wolleon

Roll Call: Ayes: All members answered Aye

Passed unanimously

12. Terms of the Ocean County Library Commission

13. Public Comment – No Public Commented

14. Motion to adjourn was made by:

Mr. Mullins

Second: Mrs. Peterson

Roll Call: Ayes: All members answered Aye

Passed unanimously

The meeting adjourned at 4:09 p.m.

Respectfully submitted,



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