

OCEAN COUNTY LIBRARY COMMISSION

Tuesday, February 16, 2016

AGENDA

- I. Open Public Meetings Act
- II. Roll Call and Announcements
- III. Approval of Minutes, Reorganization Meeting, January 19, 2016
- IV. Approval of Minutes, Regular Meeting, January 19, 2016
- V. Approval of Financial Statement, January 2016
- VI. Personnel Actions
- VII. Action on Bill List #2
- VIII. Ratification of Salary Expenditures
- IX. Director's Report
- X. Communications
 - A. Letter from Beachwood Municipal Clerk of January 26, 2016.
- XI. New Business

Resolutions

- A. Authorize the Library to apply for the Walmart Foundation's Community Grant Program to enhance our MakerSpace area to ensure a more productive future through new technology programs in the amount of \$2,500.00;

Bid Awards / Change Orders / Contracts

- B. Approve a two (2) year contract agreement with Preferred Behavioral Health Consulting Group, Inc for Employee Assistance Program (EAP) beginning March 1, 2016, through February 28, 2018, at a first year (March 1, 2016, through February 28, 2017) cost of \$3.27 per employee per month at a total cost not to exceed \$22,759.20;
- C. No qualified bids were received for Web Design Services twice. In accordance with N.J.S.A. Chapter 40A:11-5 the Library's Buyer is given authority to enter into a negotiated contract with CMS Website Services to provide these services;
- D. Approve award of bid to Automatics Unlimited to provide and install Replacement Entry Doors for the Toms River Branch in the amount of \$47,800.00;

Approvals

- E. Approve a one (1) month extension of borrowing privileges to Monmouth County Library cardholders pending renewal of the reciprocal borrowing agreement;
- F. Approve the Library Director and Chairman of the Ocean County Library Commission to sign and submit the 2016 Public Library Data Service (PLDS) by the deadline of March 31, 2016;
- G. Approve the Homebound and Volunteer Services Department to have an off-site system wide volunteer appreciation awards celebration at the Beachwood Community Center on Thursday, April 21, 2016;
- H. Approve the Long Beach Island Branch to collect food and accessory items for the Southern Ocean County Animal Shelter from Tuesday, March 1, 2016, through Thursday, March 31, 2016;
- I. Approve the Long Beach Island Branch to join the Long Beach Island Chamber of Commerce, the membership fee is waived for nonprofits;
- J. Approve the Plumsted Branch to collect food items for the Helping Hands Food Pantry in New Egypt from Tuesday, March 1, 2016, through Thursday, March 31, 2016;
- K. Approve the Toms River Branch to be open after hours on Saturday, May 7, 2016, from 5:00 p.m. to 10:00 p.m. for "An Evening with Adriana Trigiani" Ocean County Library Friends author event;
- L. Approve the Friends of the Ocean County Library to charge \$80.00 for VIP tickets and \$40.00 for general admission tickets for "An Evening with Adriana Trigiani" author event on Saturday, May 7, 2016;
- M. Approve the Tuckerton Branch to be open after hours on Thursday, April 14, 2016, for the Tuckerton Library Association's annual open house. This was previously at the December 21, 2015, Commission Meeting for Thursday, April 21, 2016;
- N. Approve an update to the Ocean County Library's Personnel Policy, Section B.21 Family & Medical Leaves of Absence Policy;
- O. Approve setting a suggested donation for 2016 National Library Week T-Shirts, both men's and women's between \$5.00 and \$15.00 for small, medium, large, and extra-large sizes, and between \$5.00 to \$20.00 for XXL and 3XL sizes;

Donations

- P. Accept a \$500.00 donation from Anthony Horan to the Library in Memory of his mother, Rose Horan;
- Q. Accept a \$200.00 donation from Lorraine and Robert Henry to the Library;
- R. Accept a \$300.00 Charitable Grant from the Renzulli Charitable Trust in memory of Victoria J. Mastrobuono from Libero and Giuliana Renzulli for the Bay Head Reading Center;
- S. Accept 350 boxes of markers from Shachihata, a local Lakewood business for the Lakewood Branch, valued at approximately \$350.00, for the Lakewood Branch;

- T. Accept a framed 18" x 22" color photograph called *Frozen Catch* from Southern Regional High School student, Amanda McClellan valued at \$100.00 for the Long Beach Island Branch;
- U. Accept two (2) large banners for the Ocean County Library's art collection that are color reproductions of the Route 35 Lavallette Business district circa 1940's that measure 67" x 43" from Lavallette Heritage Committee Chair Denise Wirth total value is \$300.00;
- V. Accept a \$812.28 donation from the Friends of the Waretown Library to be used at the discretion of the Branch;
- W. Accept a \$1,000.39 donation from the Friends of the Stafford Library to pay for display furniture that was approved for purchase at the January 19, 2016, Library Commission Meeting.

XII. Old Business

XIII. Public Comment

XIV. Closed Session for the purpose of contractual matters.

XV. Adjourn