

OCEAN COUNTY LIBRARY COMMISSION

Tuesday, April 19, 2016

AGENDA

- I. Open Public Meetings Act
- II. Roll Call and Announcements
- III. Approval of Minutes, Regular Meeting, March 15, 2016
- IV. Approval of Financial Statement, March 2016
- V. Personnel Actions
- VI. Action on Bill List #4
- VII. Ratification of Salary Expenditures
- VIII. Director's Report
- IX. Communications
- X. New Business

Resolutions

- A. Authorize a resolution honoring Katherine Falco, Supervising Library Assistant, Circulation, Toms River Branch, who is retiring on May 1, 2016, after over 25 years of service with the Ocean County Library;
- B. Ratify the actions of the Library Director in the execution of a Reciprocal Borrowing Agreement with Monmouth County Library for a period of three (3) years, January 1, 2016, through December 31, 2018, with a maximum net of \$10,000.00 per year;
- C. Authorize the Library Director or her designee to prepare and advertise for Requests for Proposals (RFP) for an Automated Laptop Checkout Kiosks System (ALCKS);

Bid Awards / Change Orders / Contracts

Approvals

- D. Approve the Manchester Branch's "Chicks with Sticks" knitting club to plant a small evergreen tree on library property in memory of Ursula Kroener;
- E. Approve the use of the Toms River Branch's Mancini Hall for the after-hours Ocean County Parks & Recreation Carousel of Music events in the event of inclement weather from Friday, July 1, 2016, through Saturday, August 27, 2016;
- F. Approve the use of Toms River Branch lobby, restroom, and Library Café after-hours during the Ocean County Parks & Recreation Carousel of Music events from Friday, July 1, 2016, through Saturday, August 27, 2016;

- G. Approve the use of the Toms River Branch lobby, restrooms, and Library Café after-hours for the Toms River Township Food Fest on Saturday, May 14, 2016, from 11:00 a.m. to 8:00 p.m., with a rain date of Sunday, May 15, 2016;
- H. Approve the use of the Toms River Branch lobby, restrooms, and Library Café after-hours for the Downtown Toms River Business Improvement District (TRBID) Summer in the Street on Saturday, July 16, 2015, from 5:00 p.m. to 6:00 p.m.;
- I. Approve the request of the Toms River Business Improvement District (TRBID) to utilize Mancini Hall and the library steps for the Downtown Toms River Christmas tree lighting on Friday, December 2, 2016, from 5:00 p.m. to 8:00 p.m.;
- J. Approve the use of the Toms River Branch lobby, restrooms, and Library Café after-hours for the Downtown Toms River Business Improvement District's (TRBID) Toms River Christmas tree lighting on Friday, December 2, 2016, from 5:00 p.m. to 8:00 p.m.;
- K. Approve the Tuckerton Branch to place a collection bin at the Branch from Wednesday, June 1, 2016, through Thursday, June 30, 2016, to collect items for "Adopt a Shelter Cat Month" in partnership with the Manahawkin Animal Shelter;
- L. Approve a revision to the Ocean County Library's General Policy Manual section A.21 – Ocean County Library MakerSpace Policy;
- M. Approve a revision to the Ocean County Library's Personnel Policy Manual, Section B.1 – Collective Bargaining Units;
- N. Approve a revision to the Ocean County Library's Personnel Policy Manual, B.7 – Salary and Wages – Payroll Deductions;
- O. Approve a revision to the Ocean County Library's Personnel Policy Manual, B.22 – Health Insurance Benefits;
- P. Approve an institutional library card for the Brandywine Senior Living at Reflections Assisted Living facility in Brick;

Donations

- Q. Accept a \$783.85 donation from the Friends of the Brick Branch in memory of Donald Holtzman, to be combined with the funds donated in memory of Evelyn Klappholz to purchase a book display unit;
 - R. Accept a \$480.00 donation from the Friends of the Beachwood Branch for summer programming;
 - S. Accept an original painting of the Bishop Building and a limited edition signed print by local Ocean County Artist Frank McGinley of his painting of a Christmas shopping / toy scene;
 - T. Accept a \$300.00 donation from the Tuckerton Library Association to be used for programs and supplies at the Branch.
- XI. Old Business
 - XII. Public Comment
 - XIII. Closed Session for the purpose of contractual matters.
 - XIV. Adjourn