

# OCEAN COUNTY LIBRARY COMMISSION

Tuesday, September 19, 2017

## AGENDA

1. Open Public Meetings Act
2. Pledge of Allegiance
3. Roll Call and Announcements
4. Approval of Minutes, Regular Meeting, August 15, 2017
5. Approval of Financial Statement, August 2017
6. Personnel Actions
7. Action on Bill List #9
8. Ratification of Salary Expenditures
9. Director's Report
10. Communications
11. New Business

### **Resolutions**

- A. Authorizing the Library Director or her designee to prepare and advertise for Requests for Qualifications (RFQ) for various professional services in 2018 as directed by the Library Commission Chair or her designee, including Legal Counsel, Labor Counsel, and Auditor;
- B. Authorizing a resolution to solicit formal proposals for a new Employee Assistance Plan (EAP);

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

- C. Authorizing a Competitive Contract to Blackbaud Inc. for a Financial Management Software System;

### **Approvals**

- D. Approving the submission of a preliminary 2018 Capital Budget request to the County of Ocean after review by the Library Commission Finance & Facilities Committee;
- E. Approving a letter of support for Fulfill for their Volunteer Income Tax Assistance (VITA) program;
- F. Approving holding Staff Development Day on Friday, May 11, 2018;
- G. Approving closing the Library System to the Public on Friday, May 11, 2018, for Staff Development Day;
- H. Approving the Plumsted Branch to place a collection bin at the Branch for the Month of October 2017 to collect towels, sleeping bags, and bedding in partnership with Howling Woods Farm;

- I. Ratifying the actions of administration authorizing the Toms River Branch to have a ballot box in the Branch lobby from October 10, 2017, through November 1, 2017, in partnership with the Downtown Toms River Business Improvement District (TRBID) for the Scarecrow Walk contest;
- J. Approving the Tuckerton Branch to place a collection bin at the Branch for the month of November 2017 to collect food items for the Tuckerton Food Pantry;
- K. Approving the Toms River Police Foundation's Jingle Bell Run 2017 event to use Mancini Hall the weekend of Saturday, December 2, and Sunday, December 3, 2017, afterhours until approximately 5:30 p.m.;
- L. Ratifying the actions of administration approving the Ocean County College Foundation's request to promote at library branches Pulitzer prize-winning and #1 New York Times bestselling author, Jon Meacham's visit to the college on Monday, October 23 at 7:00PM as part of The Blauvelt Lecture Series at the Grunin Center for \$40 per ticket.

### **Donations**

- M. Accepting a library pass from the New Egypt MOM'S club valued at \$500.00 for the Grounds for Sculpture for all Ocean County Library Card holders. The pass will be picked up and dropped off at the Plumsted Branch;
- N. Accepting a donation of \$3,000.00 from the Friends of the Point Pleasant Boro Library to be used to purchase furnishing items for the Point Pleasant Boro Branch's renovation.

12. Old Business

13. Public Comment

14. Closed Session

15. Adjourn