

OCEAN COUNTY LIBRARY COMMISSION  
MINUTES OF THE REGULAR MEETING  
Tuesday, January 19, 2021

Attendees: Ocean County Library Commission  
Ruthanne Scaturro, Chair  
Susan L. Hutler (Via Conference Call)  
Henry J. Mancini  
Timothy McDonald  
Bonnie R. Peterson  
Paul F. Wolleon

Absent: Christopher J. Mullins, Vice Chair

Other Attendees: John C. Sahradnik, Library Counsel  
Edward Feurey, Library Counsel  
Susan Quinn, Library Director  
Sara Siegler, Assistant Library Director  
Jennifer Doderer, Personnel Director  
Jeri Gunther, Chief Librarian  
Jennifer Woodman, Budget Officer  
Kate Sanchez, Librarian 4, Public Relations Officer

Presiding: Ruthanne Scaturro, Chair

Mrs. Scaturro read the Open Public Meetings Act at 4:10 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 January 6, 2021, 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 8, 2021, advance written notice of this meeting was published in the *Asbury Park Press*;
  3. On January 8, 2021, advance written notice of this meeting was published in *The Press of Atlantic City*;
  4. On January 6, 2021, advance written notice of this meeting was filed with the Clerk of the County of Ocean;
  5. On January 6, 2021, 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 January 6, 2021;
  6. On January 18, 2021, written notice of the meeting stating that it would be live via conference call to public was posted to the Ocean County Library website;
  7. On January 16, 2021, written notice of this meeting stating that it would be live via conference call to the public was published in the *Asbury Park Press*;

8. On January 16, 2021, written notice of the this meeting stating that it would be live via conference call to the public was published in *The Press of Atlantic City*.

2. Roll Call and Announcements

3. Approval of Minutes, Regular Meeting, December 15, 2020 (Copy on file, Library Administration Office)

Motion to approve: Mr. McDonald  
Second: Mrs. Hutler

Roll Call: Ayes: Mrs. Hutler, Mr. McDonald, Mrs. Scaturro

Abstained: Mr. Mancini, Mrs. Peterson, Mr. Wolleon

Item did not pass by a quorum vote and will be placed on the February 16, 2021, Library Commission Meeting agenda.

4. Approval of Financial Statement, December 2020 (Copy on file, Library Administration Office)

Motion to approve: Mr. Mancini  
Second: Mr. McDonald

Roll Call: Ayes: Mrs. Hutler, Mr. Mancini, Mr. McDonald,  
Mrs. Peterson, Mr. Wolleon, Mrs. Scaturro

Passed unanimously

5. Personnel Actions (Copy on file, Library Administration Office)

Motion to approve: Mr. McDonald  
Second: Mr. Wolleon

Roll Call: Ayes: Mrs. Hutler, Mr. Mancini, Mr. McDonald,  
Mrs. Peterson, Mr. Wolleon, Mrs. Scaturro

Passed unanimously

Ms. Quinn stated that some library staff will be working with the Health Department to assist with clerical duties to free up personnel to administer vaccines. Mrs. Scaturro and Mr. Mancini stated that this is great asset and are glad that staff have volunteered.

6. Approval of Bill Certificate List # 13 and #1 (Copy on file, Library Administration Office)

Motion to approve: Mr. Mancini  
 Second: Mr. McDonald

Roll Call: Ayes: Mrs. Hutler, Mr. Mancini, Mr. McDonald,  
 Mrs. Peterson, Mr. Wolleon, Mrs. Scaturro

Passed unanimously

7. Ratification of Salary Expenditures (Resolution on file, Library Administration Office)

Motion to approve: Mr. McDonald  
 Second: Mr. Mancini

Roll Call: Ayes: Mrs. Hutler, Mr. Mancini, Mr. McDonald,  
 Mrs. Peterson, Mr. Wolleon, Mrs. Scaturro

Passed unanimously

8. Director's Report

Ms. Quinn reported on the following:

Chris Casatelli will be retiring after twenty-five (25) years of service to the Library.

**Approving the 2021 Budget:** Mr. Mancini, Mr. Mullins, and Ms. Quinn met with the County to review the budget. The dedicated tax will remain flat from the previous year. Mr. Mancini thanked everyone that worked on the budget stating that it is a solid budget.

**2020-2021 Strategic Plan:** The plan was reviewed by the Library Commission Finance Committee. Mr. Mancini reviewed the plan and would motion that it be approved.

**2021 Position Control Document:** The 2021 Position Control document is listed as item "I" under New Business to be approved.

**National Day of Racial Healing:** Today is the National Day of Racial Healing. The Ocean County Library's public services and training department invite our public and staff to join with the American Library Association and organizations across the county in honoring and recognizing the National Day of Racial Healing (NDORH). NDORH is part of the W.K. Kellogg Foundation's Truth, Racial Healing and Transformation effort.

The NDORH is an opportunity for people, organizations, and communities to call for racial healing, bring people together in their shared humanity and take action together to create a more just and equitable world.

Racial healing is a process that restores individuals and communities to wholeness, repairs the damage caused by racism, and transforms societal structures into ones that affirm the inherent value of all people. It creates systems where every person has an opportunity to thrive. Storytelling is an important part of this process. Listening to and acknowledging another person's story is part of the healing process and our shared humanity.

**Ocean County Library's #1 circulating titles:** The top title in both eBook and eAudio for the Overdrive Platform was **Where the Crawdads Sing**, by Delia Owens published by Random House. Owen's debut novel tells the story of Kya Clark. Abandoned at age 10, Kya grows up on her own and becoming self-sufficient in the wild marshes of Barkley Cove, a small town in North Carolina. Now 23, Kya is known as the "marsh girl" and has learned her life lessons from the natural world around her and which is her home. Kya becomes drawn to two young men, one of whom teaches her to read. This novel is a story about nature, a coming of age story, and a story about murder investigation and courtroom drama with Kya's fate hanging in the balance.

The top circulating book in hoopla in 2020 was **Burning Bright** by Ron Rash and published by Ecco Press. **Burning Bright** is a series of short stories that views everyday life in Appalachia and the strength of its people from the Civil War era to the present; a people who endure poverty and violence while living in the ruggedly beautiful nature of the North Carolina mountains. This title was selected by the Toms River Regional School District for the "Big Read" a grant program of the National Endowment for the Arts in partnership with Arts Midwest. The goal is to bring communities together in programming and conversation around a work of literature. The Ocean County Library and the Toms River Branch were pleased to partner with the Toms River School District in support of their grant.

The top print title was **The Guardians** by John Grisham published by Random House. Booklist Cullen Post works for the Guardian Ministries, a shoestring operation that tries to get wrongfully convicted people out of jail. At the top of Post's to-do list is a Black man, Quincy Miller, who has been in prison for 22 years after being convicted of the murder of his divorce lawyer. However, the evidence is shaky at best: the shotgun used in the crime was never found, and a flashlight with a supposed blood spatter disappeared from evidence. Further bolstering Post's case, an "expert" who testified for the prosecution about the blood spatter on the missing flashlight has since been discredited as a charlatan. Post thinks Miller may have been the fall guy for a drug-cartel hit. The murdered lawyer took minor civil cases to keep up appearances, but his primary moneymaker was the drug cartel.

**Brainfuse:** Has announced a new enhancement to our HelpNow service – live chess tutoring. Chess has become a very popular pastime during the pandemic and interest has exploded with "The Queen's Gambit" a Netflix show. We have always been committed to promoting learning in its many forms. We are pleased to include this fun activity that also improved analytic and strategic thinking. Our chess tutors have certifiable qualifications such as high Elo ratings (2,000+), chess coaching experience and current or previous title (e.g. expert / candidate master). Ms. Quinn thanked Ms. Gunther, Christi Aldellizzi, Collections Supervisor, and Training Coordinator Deborah Blackwell for this information.

## 9. Communications – No Communications

## 10. New Business

### **Resolutions**

- A. Honoring Christine Casatelli, Senior Library Assistant, Collections, as she retires on February 1, 2021, after twenty-five (25) years of dedicated service to the Ocean County Library;
- B. Authorizing the Library Buyer 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;
- C. Authorizing the expenditure of the State Per Capita Aid account in the amount of \$249,331.00 for salaries in the 3rd pay period of 2021;
- D. Ratifying the actions of the Personnel Director in authorizing the Ocean County Library to participate in the vision care plan provided by the County of Ocean for County employees in 2021. County of Ocean Contract Number (PP2020-124);
- E. Approving the 2021 Annual Budget;

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

- F. Approving the 2<sup>nd</sup> year renewal option for landscaping and snow removal services commencing April 1, 2021, through March 31, 2022 as follows:;
  - Region II (B,PX, P,UP) – RPM Landscaping- yearly cost - \$18,650.00
  - Region III (BKY,LA,WA, BGT,BD – RPM Landscaping -yearly cost - \$22,450.00
  - Region IV (STF,TU,LBI,LEH) – RPM Landscaping - yearly cost – \$16,100.00
  - Region V (PL,MA,JA,LAK) – Meticulous Landscaping - yearly cost - \$21,700.00  
(C-20-03)

### **Approvals**

- G. Approving the Library Director to submit the New Jersey State Library Annual Report with the permission of the Library Commission Chairperson by the March 15, 2021 deadline;
- H. Approving the 2020-2021 Ocean County Library Strategic Plan;
- I. Approving the 2021 Position Control document;
- J. Approving the updated Ocean County Library Personnel Policy Manual;
- K. Approving an extension of borrowing privileges to Burlington County Library cardholders until February 28, 2021, pending renewal of the reciprocal borrowing agreement;

**Donations**

- L. Accepting a donation of \$10,000.00 from the Ocean County Library Foundation for the purchase of Chromebooks;

Approval of Items "A" through "L":

Motion to approve: Mr. Mancini  
Second: Mr. McDonald

Roll Call: Ayes: Mrs. Hutler, Mr. Mancini, Mr. McDonald,  
Mrs. Peterson, Mr. Wolleon, Mrs. Scaturro

Passed unanimously

11. Old Business – No Old Business

12. Public Comment

Ms. Quinn thanked the Ocean County Library Foundation for their generous donation of \$10,000.00 to the Library to purchase Chromebooks.

Mrs. Scaturro thanked the Library Commission for voting to reelecting her to Chair and hopes that 2021 will be a better year.

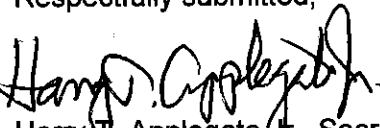
13. Closed Session – No Closed Session

14. Move to adjourn: Mr. McDonald  
Second: Mr. Mancini

Roll Call: All members answered Aye

Passed unanimously

The meeting adjourned at 4:23 p.m.

Respectfully submitted,  
  
Harry P. Applegate, Jr., Secretary  
Ocean County Library Commission