

OCEAN COUNTY LIBRARY COMMISSION
MINUTES OF THE REGULAR MEETING
Tuesday, March 18, 2025

Attendees: Ocean County Library Commission
Paul F. Wolleon, Vice Chair
Henry J. Mancini
Christopher J. Mullins
Bonnie R. Peterson, Esq.

Absent: Timothy McDonald, Chair
Susan L. Hutler
Ruthanne Scaturro

Other Attendees: Matt Thompson, Esq. Library Counsel
Susan Quinn, Library Director

Presiding: Paul F. Wolleon, Vice Chair

Mr. Wolleon read the Open Public Meetings Act at 4:06 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

4. Approval of Minutes, Regular Meeting, February 18, 2025 (Copy on file, Library Administration Office)

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

Roll Call: Ayes: Mr. Mancini, Mr. Mullins, Mrs. Peterson, Mr. Wolleon

5. Approval of Financial Statement, February 2025 (Copy on file, Library Administration Office)

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

Roll Call: Ayes: Mr. Mancini, Mr. Mullins, Mrs. Peterson, Mr. Wolleon

Passed unanimously

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

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

Roll Call: Ayes: Mr. Mancini, Mr. Mullins, Mrs. Peterson, Mr. Wolleon

Passed unanimously

7. Approval of Bill Certificate List # 3 (Copy on file, Library Administration Office)

Motion to approve: Mr. Mancini
Second: Mrs. Peterson

Roll Call: Ayes: Mr. Mancini, Mr. Mullins, Mrs. Peterson, Mr. Wolleon

Passed unanimously

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

Motion to approve: Mr. Mullins
Second: Mrs. Peterson

Roll Call: Ayes: Mr. Mancini, Mr. Mullins, Mrs. Peterson, Mr. Wolleon

Passed unanimously

9. Director's Report

Ms. Quinn reported on the following:

JBJSoul Foundation: Item A under New Business is an extension to the short-term lease with Jon Bon Jovi Soul Foundation for the utilization of the library café for a pop-up café to Friday, May 23, 2025. The café opened in mid-February and the extension would give their operations a full three (3) month trial run.

African American Culture Connection: Last Friday I attended the African American Culture Connection at the Monroe Township Library. The event was created by MentorNJ's African American Meet-up Group and EDI-NJ and co-sponsored by the New Jersey Library Association and LibraryLinkNJ. The conference featured several speakers who were specialists in their fields. The conference was coordinated by OCL Librarian Muriel Odrick, who did an outstanding job and one of the featured speakers was OCL's Training Officer Deborah Blackwell.

Institute of Museum and Library Services (IMLS): A Presidential Executive Order dated March 14, 2025, on Continuing Reduction of the Federal Bureaucracy that directs agency heads at several federal agencies, including the Institute of Museum and Library Services (IMLS), to submit a report within seven (7) days to the Director of the Office of Management and Budget confirming which components or functions of the agency are statutorily required and to what extent.

The American Library Association and EveryLibrary, a 501c4 advocacy organization for libraries, Publishers Weekly, and the Chief Officers of State Library Agencies (COSLA) released statements and are provided for your review.

According to public documents, in 2024 the New Jersey State Library received over \$4.5 million in funding from the IMLS. The NJ State Library services that Ocean County Library uses the most are: 1) statewide databases and e-resources, 2) statewide interlibrary loan, 3) technology infrastructure, and 4) Talking Book and Braille Center (TBBC).

- **JerseyConnect Statewide Technology Program:** brings technology services and infrastructure to public libraries across the state by providing internet access and related services to public libraries such as web hosting, email hosting and management, email spam and virus filtering, cloud storage, domain name hosting, Wi-Fi management, and consultation on technology projects.
- **NJ State Library's Talking Book and Braille Services (TBBC).** As a Deposit Library of TBBC, OCL provides services to Ocean County residents who are blind, visually impaired, dyslexic, unable to hold a book, or print disabled. This service is especially important for Ocean County's senior citizens.

We need to wait to hear more news on the federal front.

Public Relations to present on the return of the 100-year-old book: Sherri Taliercio, Librarian 4, Public Information Officer and Tom Mongelli, Public Relations presented the Library Commission with a story of a book that was returned after ninety-nine (99) years. Mary Cooper of Toms River returned a book that was checked out by her grandfather, Captain Charles Tilton (1884-1927). The story caught on with multiple media outlets included those overseas.

10. Committee Reports

Ocean County Library Foundation: Ms. Quinn noted the Ocean County Library Foundation's donation to support 100th Anniversary Events at all library branches and their request for closure of the Toms River Branch on Friday, September 19, 2025 to host a 100th Anniversary gala event.

11. Communications

- A. Letter from Robert Wood, Assistant General Management, JBJ Soul Kitchen of March 4, 2025, requesting an extension to the JBJ Soul Kitchen pop-up café at the Toms River Branch Library to Friday, May 23, 2025.

The Library Commissioners reviewed the letter from Robert Wood.

12. New Business

Resolutions

- A. Authorizing an extension to the short term lease with Jon Bon Jovi Soul Foundation for the utilization of the library café for a pop-up café to Friday, May 23, 2025;
- B. Authorizing the Library to apply for the New Jersey State Library grant, REV 250: Examining the Semiquincentennial through a Jersey Lens;
- C. Authorizing the Lacey Branch to apply for a grant from Manasquan Bank Charitable Foundation in the amount of \$1,500.00 to provide assistance in providing programs for children, teens, and adults with special challenges;
- D. Approving the disposal of damaged, obsolete, well-worn equipment, furniture and fixtures, and no longer needed items;

Bid Awards / Change Orders / Contracts

- E. Authorizing the Ocean County Library to enter into a cooperative pricing agreement with the Camden County Educational Services Commission for the purchase of goods and services;
- F. Authorizing an Award of Bid for the furnishing of Automatic Door System Service and Repairs to the Ocean County Library System to Automatics Unlimited with a cost not to exceed \$100,000.00 for the period of April 1, 2025, through March 31, 2026, with a second year renewable option. Contract Number (C-25-02);

Approvals

- G. Approving the Public Relations Department to establish an online store with Farro's for the purchase of 100th Anniversary items;
- H. Approving the closing of the Toms River Branch at 1:00 p.m. on Friday, September 19, 2025, to set-up for the Ocean County Library Foundation's Gala Celebrating the 100th Anniversary of the Ocean County Library;

- I. Approving the 41st Annual Staff In-Service at the Holiday Inn of Manahawkin (Mainland) on Friday, November 7, 2025;
- J. Approving a delayed opening of the Library System at 1:00 p.m. on Friday, November 7, 2025, for the 41st Annual Staff In-Service;
- K. Approving the Beachwood Branch to have its Children's Summer Reading kick-off event offsite at Beachwood's Mayo Park Center titled, *Science Heroes: Adventure of Mission Color* presented by Talewise on Monday, June 30, 2025;
- L. Approving the Friends of the Beachwood Library to have its program, *Ask Ann Landers* offsite at Beachwood's Mayo Park Center on Thursday, April 3, 2025;
- M. Approving the Jackson Community Crafters to have a collection bin in the Jackson Branch from April 1, 2025, through July 1, 2025, to collect items made with yarn that will be donated to local organizations helping those in need;

Donations

- N. Accepting a donation of \$23,000.00 from the Ocean County Library Foundation to support 100th Anniversary Celebrations at all library locations;
- O. Accepting a donation of \$1,000.00 from the Ocean County Library Foundation to support the 2025 Autism Resources Fair;
- P. Accepting a donation of \$11,213.63 from the Manchester Friends of the Library to be used at the discretion of the Manchester Branch;
- Q. Accepting a donation of \$3,000.00 from the Friends of the Pt. Pleasant Boro Library to be used for programming at the Point Pleasant Boro Branch.

Approval of Items "A" through "Q":

Motion to approve: Mr. Mancini
Second: Mrs. Peterson

Roll Call: Ayes: Mr. Mancini, Mr. Mullins, Mrs. Peterson, Mr. Wolleon

Passed unanimously

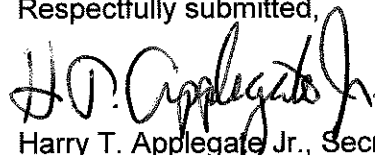
- 13. Old Business – No Old Business
- 14. Public Comment – No Public Commented
- 15. Closed Session – No Closed Session
- 16. Move to adjourn: Mrs. Peterson
Second: Mr. Mancini

Roll Call: All members answered Aye

Passed unanimously

The meeting adjourned at 4:22 p.m.

Respectfully submitted,

A handwritten signature in black ink, appearing to read "H.T. Applegate Jr.", written in a cursive style.

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