

**CAMDEN COUNTY LIBRARY COMMISSION
MEETING MINUTES**

DATE: October 12, 2021

LOCATION: Virtual Meeting via Zoom, 5:30 p.m.

PRESENT: Jennie Owens, Joseph Tortorelli, Robert Weil, James Clarke, Linda Devlin.
County Counsel: Ilene Lampitt. Staff: Jennifer Druce, Antonella Kressel, Lauren Callahan, Barbara DelPidio.

The regular meeting of the Camden County Library Commission was held in compliance with Open Public Meeting Act N.J.S.A. 10:4-6 to 10:4-12.

CLOSED SESSION: Commissioner Clarke presented a motion to go into closed session and it was seconded by Commissioner Tortorelli. Resolution #100-21 approved closing the meeting to discuss personnel issues in accordance with C10:4-13 of the Open Public Meetings Act.

Commissioner Weil presented a motion to open the meeting to the public and the motion was seconded by Commissioner Clarke. The motion passed unanimously.

MINUTES: Commissioner Tortorelli presented a motion to accept the minutes for the September 2021 regular meeting and the motion was seconded by Commissioner Clarke. The regular minutes for September 2021, was unanimously approved.

FINANCIAL STATEMENTS: Commissioner Tortorelli presented a motion to accept the financial statements for August 2021; the motion was seconded by Commissioner Weil and Resolution #101-21, approving the financial statements for August 2021, was unanimously approved.

BILLS AND VOUCHERS: Commissioner Clarke presented a motion to accept the bills and vouchers for September 2021; the motion was seconded by Commissioner Tortorelli and Resolution #102-21, approving the bills and vouchers for September 2021, was unanimously approved.

HUMAN RESOURCES REPORT: Commissioner Clarke presented a motion to accept the appointments and resignations for September 2021, the motion was seconded by Commissioner Tortorelli and Resolution #103-21, approving the appointments and resignations for September 2021, was unanimously approved.

DIRECTORS REPORT:

Ms. Devlin announced that she and her staff are continuing to work on the 2022 budget, maintenance and facilities issues, grants and policy development.

Ms. Devlin announced that the Literacy Director position remains vacant and she is continuing to handle oversight of the LVA-CC program in the interim period.

Ms. Devlin announced that Lisa Alderfer will be the temporary head of Technical Services until a permanent candidate is appointed.

Ms. Devlin announced that the Library will resume Sunday hours at the M. Allan Vogelson Branch starting December 5th. The branch will be open from 1 to 5 pm.

Ms. Devlin announced that the Haddon Township Branch will be closed to public and staff for a period of two to three weeks to repair water damage to the ceiling of the Library. Dates of the closure have not been determined.

Ms. Devlin announced that the Gloucester Township Branch which was scheduled to close early on Saturday, October 16 due to the annual Township Beer Festival will now be open. The festival was cancelled.

Associate Director Jennifer Druce updated the Commission on the branches:

The Nilsa Cruz Perez Branch has lifted COVID-19 patron capacity and time restrictions.

The renovation of the staff area on the first floor of the Vogelson Branch is almost complete.

Three social workers with Rutgers School of Social Work will begin working limited hours assisting patrons with social service needs at the Nilsa Cruz Perez, Ferry Avenue and South County branches.

The South County Branch will start circulating board games to the public on October 13.

Ms. Devlin announced that despite lower than normal library use, the number of library card holders has increased and program attendance has increased by 50%.

The Director's Report was unanimously approved.

CONTINUING BUSINESS:

NEW BUSINESS:

Pay to Play- EBSCO Novelist: Commissioner Tortorelli presented a motion to authorize the award of a Non-fair and Open Contract with EBSCO Novelist, in an amount not to exceed \$20,229.00; Commissioner Weil seconded the motion and Resolution #104-21 was unanimously approved.

New Jersey State Contract # 81754-Metropolitan Contract Carpets: Commissioner Clarke presented a motion to authorize the New Jersey State Contract # 81754-Metropolitan Contract Carpets, in an amount not to exceed \$144,893.25; Commissioner Weil seconded the motion and Resolution #105-21 was unanimously approved.

Revision, Personnel Policy 6.24—Covid-19 Protocols: Commissioner Tortorelli presented a motion to revise Personnel Policy 6.24-Covid-19 Protocols; Commissioner Clarke seconded the motion and Resolution #106-21 was unanimously approved.

Items D and E were presented in a block.

Revision, Public Service Policy CIR-3, Loan Periods and Loan Limits

Revision, Public Service Policy CIR-8, Fees

Commissioner Tortorelli presented a motion to revise Public Service Policy CIR-3, Loan Periods and Loan Limits and to revise Public Service Policy CIR-8, Fees; Commissioner Clarke seconded the motion and Resolutions #107-21 and #108-21 was unanimously approved.

Pay to Play- EBSCO: Commissioner Tortorelli presented a motion to authorize the award of a Non-fair and Open Contract with EBSCO, in an amount not to exceed \$38,000.00; Commissioner Weil seconded the motion and Resolution #109-21 was unanimously approved.

Add item of revenue and appropriation to the 2021 Budget, Donation: Commissioner Tortorelli presented a motion to add item of revenue and appropriation to the 2021 Budget, \$100.00 Donation; Commissioner Clarke seconded the motion and Resolution #110-21 was unanimously approved.

ESCNJ Coop Purchasing Contract #ESCNJ 17/18-16-Library Interiors: Commissioner Tortorelli presented a motion to authorize the ESCNJ Coop Purchasing Contract #ESCNJ 17/18-16-Library Interiors, in an amount

not to exceed \$58,271.42; Commissioner Clarke seconded the motion and Resolution #111-21 was unanimously approved.

Revision, Reclassification, Senior Library Assistant to Senior Library Assistant Bi-Lingual: Commissioner Clarke approved the reclassification, Senior Library Assistant to Senior Library Assistant Bi-Lingual, Edward Robinson effective October 3, 2021; Commissioner Tortorelli seconded the motion and Resolution #112-21 was unanimously approved.

OTHER COMMISSION BUSINESS:

PUBLIC PORTION:

ADJOURNMENT: Commissioner Clarke presented a motion to adjourn the meeting; Commissioner Weil seconded the motion and it was unanimous to adjourn the meeting.

Respectfully submitted,

Linda Devlin, Director
October 13, 2021



Certified by _____

Linda Devlin, Director

Date: _____

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