

## **CAMDEN COUNTY LIBRARY COMMISSION MEETING MINUTES**

DATE: June 9, 2020

LOCATION: M. Allan Vogelson Branch

PRESENT: Jennie Owens, Joseph Tortorelli, James Clarke, Robert Weil, Sam Cass, Linda Devlin. County Counsel: Catherine Binowski, Ilene Lampitt. Staff: David Lisa, Antonella Kressel, Lauren Callahan, Barbara DelPidio.

Deputy County Administrator Holly Cass was in attendance.

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.

MINUTES: Commissioner Weil presented a motion to accept the minutes for the March 2020 regular meeting and the motion was seconded by Commissioner Tortorelli. The regular minutes for March 2020 were approved.

FINANCIAL STATEMENTS: Commissioner Clarke presented a motion to accept the financial statements for March 2020; the motion was seconded by Commissioner Cass and Resolution #28-20, approving the financial statements for March 2020, was unanimously approved.

Commissioner Clarke presented a motion to accept the financial statements for April 2020; the motion was seconded by Commissioner Tortorelli and Resolution #29-20, approving the financial statements for April 2020, was unanimously approved.

BILLS AND VOUCHERS: Commissioner Clarke presented a motion to accept the bills and vouchers for March 2020; the motion was seconded by Commissioner Cass and Resolution #30-20, approving the bills and vouchers for March 2020, was unanimously approved.

Commissioner Clarke presented a motion to accept the bills and vouchers for April 2020; the motion was seconded by Commissioner Tortorelli and Resolution #31-20, approving the bills and vouchers for April 2020, was unanimously approved.

HUMAN RESOURCES REPORT: Commissioner Clarke presented a motion to accept the appointments and resignations for March 2020, the motion was seconded by Commissioner Tortorelli and Resolution #32-20, approving the appointments and resignations for March 2020, was unanimously approved.

Commissioner Clarke presented a motion to accept the appointments and resignations for April 2020, the motion was seconded by Commissioner Weil and Resolution #33-20, approving the appointments and resignations for April 2020, was unanimously approved.

Commissioner Weil presented a motion to accept the appointments and resignations for May 2020, the motion was seconded by Commissioner Tortorelli and Resolution #34-20, approving the appointments and resignations for May 2020, was unanimously approved.

### DIRECTORS REPORT:

- Ms. Devlin updated the Commission on the services that the Library continues to provide during the COVID-19 crisis including holding sessions of Little Readers Theater, story times for children via Facebook Live; online book clubs which included multiple sessions of Real Life Reads, the Speculative Reader, the Fourth Thursday Book Club and Tired Eyes; a team of Librarians monitoring and responding to questions from residents through our Ask A Librarian online; a virtual session of Naloxone Nasal Spray Training presented by Rutgers-Robert Wood Johnson; Literacy Volunteers of America-Camden County have continued teaching

two ESL classes and one Reading class via Zoom; Information Technology launched Virtual Meeting Rooms (VMR) for the public; tutorials have been created for using digital resources; staff have completed online trainings which included, The Virtual Library is Open: Serving Communities during Covid-19; take home staff PCs were built and distributed for staff to use; GoToMyPC accounts were created and desktop clients were installed on staff PCs, department heads, branch managers, and administrative staff have access to work PCs from home.

Ms. Devlin commended the Library staff for their ability to transition so quickly to virtual library services and for the great work they are doing.

Ms. Devlin presented the Commission with a power point presentation showing examples of the furniture that will be ordered for the Vogelson Branch.

Ms. Devlin thanked her administrative staff for their support in these challenging times.

The Director's Report was unanimously approved.

CONTINUING BUSINESS:

NEW BUSINESS:

Temporary Reclassification, Johnson, Principal Librarian +: Commissioner Clarke presented a motion to approve the temporary reclassification of Justine Johnson as the acting Branch Manager of the Haddon Township Branch effective June 5, 2020 until Ms. Sirianni returns on October 13, 2020; Commissioner Tortorelli seconded the motion and Resolution #35-20 was unanimously approved.

Commissioner Owens presented Items B, C, D, E, F and G in a block:

State Contract, Library Interiors, Inc. (ESCNJ COOP Purchasing Contract #ESCNJ 17/18-16), the amount not to exceed \$119,574.57;

State Contract, Nickerson Corp. (ESCNJ COOP Purchasing Contract #ESCNJ 17/18-16), the amount not to exceed \$850,514.01;

State Contract, Jasper Seating Company Inc., the amount not to exceed \$144,372.33;

State Contract, Dauphin North America, the amount not to exceed \$10,287.36;

State Contract, Erg International, the amount not to exceed \$45,797.96;

State Contract, Exemplis, LLC, the amount not to exceed \$96,913.80;

Commissioner Clarke presented a motion to authorize Items B, C, D, E, F and G for various public library furniture in an amount not to exceed \$1,267,460.03; Commissioner Tortorelli seconded the motion and Resolutions #36-20, 37-20, 38-20, 39-20, 40-20 and 41-20 were unanimously approved.

Pay to Play-OCLC: Commissioner Clarke presented a motion to authorize the non-fair and open contract for library services from OCLC in an amount not to exceed \$74,784.60; Commissioner Cass seconded the motion and Resolution #42-20 was unanimously approved.

Grant Review Form: Literacy (Adult Basic Skills): The application will be in the amount of \$110,000 and will be used to continue offering programs to improve the literacy skills of adult Camden County residents.

Phased Re-Opening Plan: Outline of phased re-opening plan after COVID-19 for the Camden County Library System.


OTHER COMMISSION BUSINESS: County Counsel Catherine Binowski introduced Ilene Lampitt as counsel going forward. The Commission thanked Ms. Binowski for her service.

PUBLIC PORTION:

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

Respectfully submitted,

Linda Devlin, Director  
June 9, 2020



Certified by \_\_\_\_\_

**Linda Devlin, Director**

Date: \_\_\_\_\_

6/11/20