

Gloucester County Library Commission
at the Gloucester County Library System/Mullica Hill Branch
389 Wolfert Station Rd.
Mullica Hill, NJ 08062

**Regular Meeting
September 25, 2024**

Present: Donna Ragonese (Vice-Chair) Dave Flaherty, Andrea Reahm, Darlene Vondran, Carolyn Oldt (Director), Judith Pissano (Assistant Director), John Alice (Solicitor)

The meeting was opened at 5:00 p.m. by the Vice-Chair who noted that there was a quorum and that the meeting was properly advertised and posted.

Motion and second by Ms. Reahm and Ms. Vondran to approve the July 24, 2024 Regular Meeting Minutes. Roll Call vote was taken: Andrea Reahm – yea, Darlene Vondran – yea, Dave Flaherty – yea, Donna Ragonese - yea.

Motion and second by Ms. Vondran and Ms. Reahm to approve the August 28, 2024 Email Poll Minutes. Roll Call vote was taken: Andrea Reahm – yea, Darlene Vondran – yea, Dave Flaherty – yea, Donna Ragonese - yea .

Motion and second by Ms. Vondran and Mr. Flaherty to approve ratification of August 2024 bills made via email poll. Roll Call vote was taken: Andrea Reahm – yea, Darlene Vondran – yea, Dave Flaherty – yea, Donna Ragonese - yea.

Commissioners Reports – None.

Correspondence – Ms. Ragonese noted that there were two thank you notes, one from Mr. Flaherty and his wife and the other from GCLS employee Jerry Lee Winslow and her family.

Director's Report – Mrs. Oldt stated that the system wide Summer Reading program went very well with numbers exceeding those in past years.

There are currently two part time positions open.

Mullica Hill branch needs all new electric wires to replace the lighting with LED lights.

Mrs. Oldt gave an update on the Clayton property and also some issues at the Logan branch.

Updates to the Personnel Policy were completed.

Ms. Pissano requested for GCLS to become the first Book Sanctuary in South Jersey.

Solicitor's Report - Mr. Alice returned the signed resolutions as follows:

R.54-2024 Resolution Authorizing the Gloucester County Library Commission to Renew its Membership in the Gloucester County Insurance Fund Commission.

R.56-2024 Resolution Authorizing a Revision of the Collection Development Policy for the Gloucester County Library System.

R.57-2024 Resolution Ratifying the Cisco VoIP Telephone Services with Voice Upgrade Renewal to Core BTS for the period January 1, 2025 to

Commission:GCC Minutes 9 25 2024

December 31, 2025.

- R.58-2024 Resolution Authorizing Transfers within the 2024 Operating Budget.
R.59-2024 Resolution to Enter into a Contract with the Ambient Group, LLC for Underground Storage Tank Removal at 730 N. Delsea Drive, Clayton NJ.
R.60-2024 Resolution to Enter into Agreement with McCloskey Mechanical Contractors, Inc. for Replacement of Six (6) HVAC Units at the GCLS Greenwich Branch.
R.61-2024 Resolution Authorizing Gloucester County Library Commission Contract with Pennoni Associates to Provide Unregulated Heating Oil Tank Closure (UHOT) and Licensed Site Remediation Professional (LSRP) Services Related to 730 North Delsea Drive, Clayton, New Jersey.

Motion and second by Ms. Vondran and Ms. Reahm to approve resolutions R.54-2024-R.61-2024. Roll Call vote was taken: Andrea Reahm – yea, Darlene Vondran – yea, Dave Flaherty – yea, Donna Ragonese - yea.

Commissioner Liaison's Report –None.

Unfinished Business – None.

New Business

Membership Renewal with GCIFC and Indemnity and Trust Agreement with the GCIC
Resolution #54 Authorizing the Gloucester County Library Commission to Renew its Membership in the Gloucester County Insurance Fund Commission. Roll Call vote was taken: Andrea Reahm – yea, Darlene Vondran – yea, Dave Flaherty – yea, Donna Ragonese - yea.

GCLS Collection Development Policy

Resolution #56 Authorizing a Revision of the Collection Development Policy for the Gloucester County Library System. Roll Call vote was taken: Andrea Reahm – yea, Darlene Vondran – yea, Dave Flaherty – yea, Donna Ragonese - yea.

Contract Renewal with Core BTS

Resolution #57 Ratifying the CISCO VoIP Telephone Services with Voice Upgrade Renewal to Core BTS for the Period January 1, 2025 to December 31, 2025. Roll Call vote was taken: Andrea Reahm – yea, Darlene Vondran – yea, Dave Flaherty – yea, Donna Ragonese - yea.

Budget Line Transfers

Resolution #58 Authorizing Transfers within the 2024 Operating Budget. Roll Call vote was taken: Andrea Reahm – yea, Darlene Vondran – yea, Dave Flaherty – yea, Donna Ragonese - yea.

Contract with the Ambient Group, LLC

Resolution #59 To Enter into Contract with the Ambient Group, LLC for Underground Storage Tank Removal at 730 N.Delsea Drive, Clayton, NJ. Roll Call vote was taken: Andrea Reahm – yea, Darlene Vondran – yea, Dave Flaherty – yea, Donna Ragonese - yea.

Commission:GCC Minutes 9 25 2024

McCloskey Mechanical Contractors

Mr. Alice returned Resolution 60-2024 To Enter into Agreement with McCloskey Mechanical Contractors, Inc. for Replacement of Six (6) HVAC Units at the GCLS Greenwich Branch which was approved via an email poll on August 28, 2024.

Pennoni Associates

Mr. Alice returned Resolution 61-2024 Authorizing Gloucester County Library Commission Contract with Pennoni Associates to Provide Unregulated Heating Oil Tank Closure (UHOT) and Licensed Site Remediation Professional (LSRP) Services Related to 730 North Delsea Drive Clayton, New Jersey which was approved via an email poll on August 28, 2024.

Motion and second by Ms. Ragonese and Mr. Flaherty for GCLS to become a Book Sanctuary. Roll Call vote was taken: Andrea Reahm – yea, Darlene Vondran – yea, Dave Flaherty – yea, Donna Ragonese - yea.

Motion and second by Ms. Reahm and Mr. Flaherty to close the open session for discussion of Personnel Items and Contract Negotiations. All Approved.

Motion and second by Ms. Vondran and Mr. Flaherty to open the closed session. All Approved.

Motion and second by Ms.Vondran and Ms. Reahm to approve Resolution #62-2024 approving Item #1 Approve retroactive pay for B. Patterson for the period April 28, 2023 to October 3, 2023. Roll Call vote was taken: Donna Ragonese - yea, Andrea Reahm – yea, Darlene Vondran – yea, Dave Flaherty – yea.

The meeting was adjourned at 5:40 p.m.

Next meeting: Wednesday, October 23, 2024 at 5:00 p.m. at the
GCLS/Mullica Hill Branch