



# Welcome!

Ocean County Library's  
Homebound & Volunteer Services  
Department

**Department Head / Coordinator of Volunteers:  
Kelly Nichols**

# What Do We Do?

- Books By Mail
- Home Borrowers Service
- Mobile Library Services
- Sparks' Best Friends Forever Reading Club
  - Toiletries Drive
  - Age and Grade Level book donations to Department of Child Protection and Permanency
- Volunteer Services
  - Branch Volunteer Liaison Support
  - Galaxy Digital Software

# Books By Mail

- Provides books to residents of Ocean County who are unable to travel to and from their homes to a local Branch.
- An option to residents who prefer to not have a Volunteer bring them books to their homes.
- Books are mailed directly to the residents home in a postage paid nylon bag.
- 2023 Statistics:
  - 35 Active Participants
  - 2282 items circulated to patrons



# Home Borrowers Service



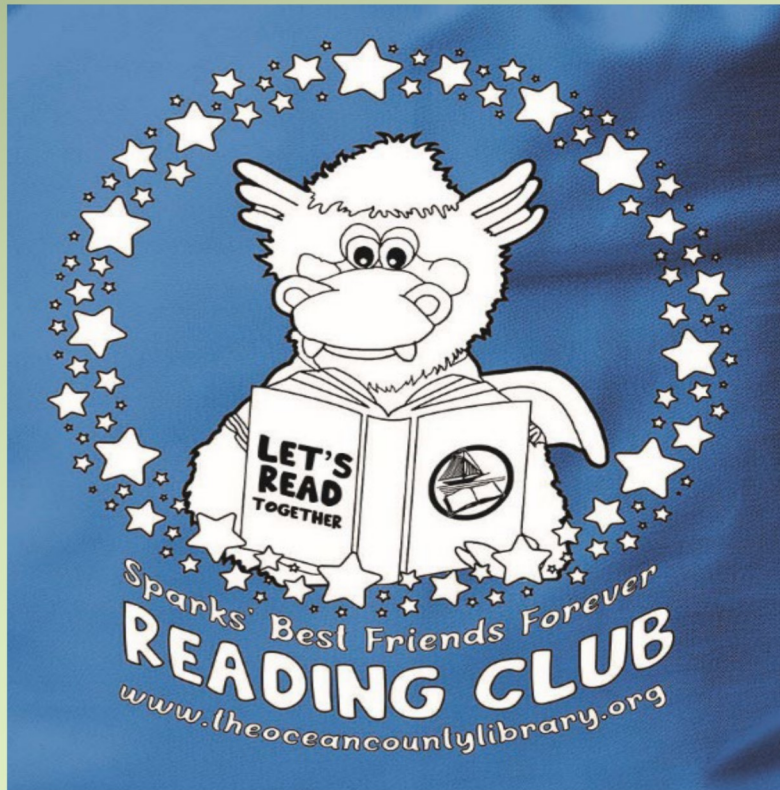
- Pairs Volunteers with residents who are unable to physically get to a local library branch on their own.
- Volunteers are vetted and trained by the Home Borrower Coordinator prior to being paired with a customer.
  - A background check is also performed on the Volunteer prior to the pairing.
- Customers are required to submit a Medical Verification form signed by their Doctor to participate in the program.
  - In accordance with HIPPA, the form simply asks the Doctor to confirm the customer is unable to physically get to a local branch.

# Mobile Library

- Currently visits over 30 Life Care Centers within Ocean County.
    - Assisted & Non-Assisted Living
    - Nursing & Rehab
    - Independent Communities
  - Mobile Library Coordinators either take requests or choose titles for residents based on reading preferences.
    - Library Cards are kept in house.
    - Books are checked out to both the individual residents and the Facility
  - Services offered:
    - Setting up book tables with library materials that can be checked out
- OR
- Exchanging bags as a door side drop-off.



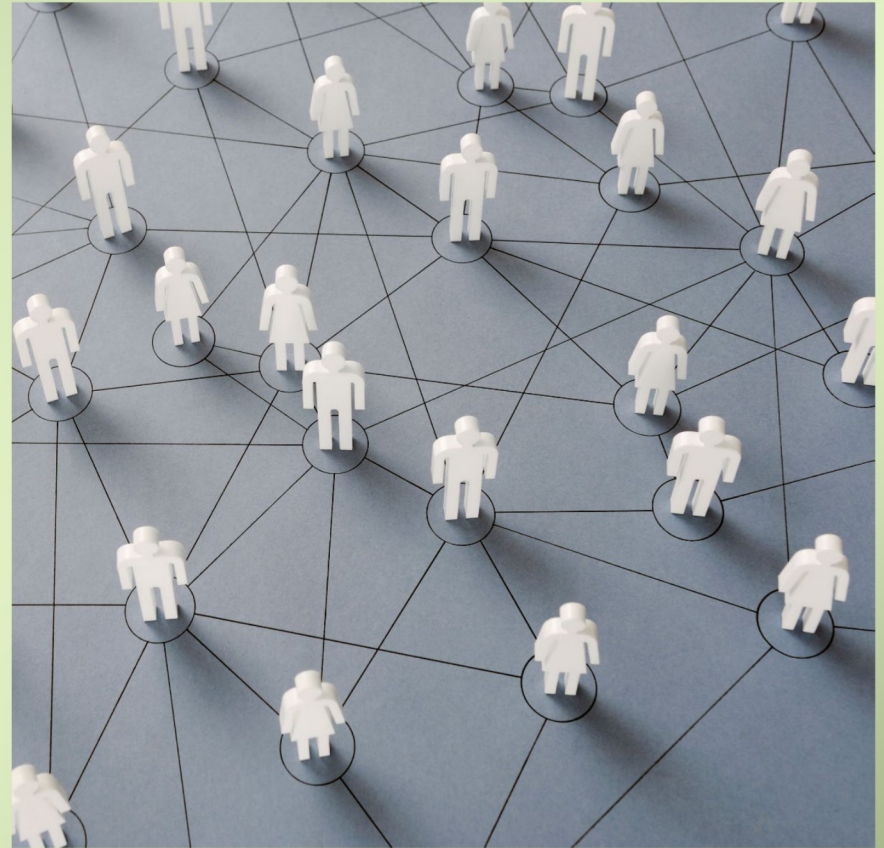
# Sparks' Best Friends Forever Reading Club & Toiletries Drive



- Partners with Ocean County's Division of Child Protection and Permanency's Northern and Southern locations.
  - Offering books ranging from Pre-school through High School packaged in OCL Sparks' themed cinch bags
  - Providing Toiletries
- Toiletries Drives are periodically held throughout the Library system annually.
  - Spring and Fall/Winter
  - Summer at Shore Points (new this year)
    - Collection items also included summer items such as sunscreen, water bottles, bug spray
  - All items received are tabulated and divided amongst the two locations.

# Volunteer Services

- Coordinates National Volunteer Appreciation Week celebrations throughout Library System.
- Provides Service Recognition to Volunteers annually.
  - Awards to Teen Volunteers
  - Home Borrower Volunteer Luncheon
- Updates and maintains Volunteer procedures
- Meets with Branch Volunteer Liaison staff throughout the year.
- Assists Branch Liaisons with Volunteer Software support, Galaxy Digital



# Galaxy Digital Software Website



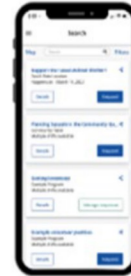
- New Volunteer Software system
  - Allows Volunteers to sign up with the Branch of their choice and select specific opportunities to volunteer for.
  - Allows Branch staff to quickly view and verify Volunteers hours.
- Accessible via an online website or a Mobile App.
  - <https://theoceancountylibrary.galaxydigital.com/>
  - Cause Connect



# Galaxy Digital Software App



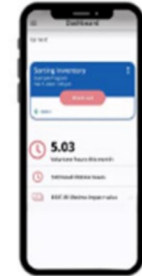
- Available in the Apple Store and Google Play Store.
- App offers Volunteers the ability to enter and log their hours directly.
- Notifies Volunteers of changes to events or closures via email.
- Volunteers are provided notice of upcoming Branch or System events that may be of interest to them.



**Search & Sign-Up**



**Important Reminders**



**Easy Hours Tracking**



**Map View**



**Shift Calendar**



**Mobile Check-In**

# Who to Contact

Department Head / Coordinator of Volunteers: Kelly Nichols ext. 5535

**Books By Mail**

Zachary Mayer

732-349-6200 ext. 5529

[zmayer@theoceancountylibrary.org](mailto:zmayer@theoceancountylibrary.org)

**Home Borrowers**

Mercedes Contreras

732-349-6200 ext. 5530

[mcontreras@theoceancountylibrary.org](mailto:mcontreras@theoceancountylibrary.org)

**Sparks' Coordinator**

Cindy Zullo

732-349-6200 ext. 5528

[czullo@theoceancountylibrary.org](mailto:czullo@theoceancountylibrary.org)

**Mobile Library**

Matthew Piselli

732-349-6200 ext. 5541

[mpiselli@theoceancountylibrary.org](mailto:mpiselli@theoceancountylibrary.org)

Cindy Zullo

732-349-6200 ext. 5528

Mercedes Contreras

732-349-6200 ext. 5530

Zachary Mayer

732-349-6200 ext. 5529

**Volunteer Services**

Kelly Nichols

732-349-6200 ext. 5535

[knichols@theoceancountylibrary.org](mailto:knichols@theoceancountylibrary.org)

# Thank you!

## **Homebound & Volunteer Services**

Ocean County Library

Toms River Branch

101 Washington Street

Toms River, NJ 08753

[hvs@theoceancountylibrary.org](mailto:hvs@theoceancountylibrary.org)

