

INTERLOCAL SERVICES AGREEMENT BETWEEN THE METUCHEN
PUBLIC LIBRARY AND THE METUCHEN BOARD OF EDUCATION
TO SHARE THE COST OF CERTAIN LIBRARY DATABASES

THIS AGREEMENT (“Agreement”) is entered into as of this 18th day of July, 2023 by and between the Metuchen Public Library (the “Public Library”), in the County of Middlesex, New Jersey, and the Board of Education of the Borough of Metuchen in the County of Middlesex, New Jersey, a school district of the State of New Jersey (the “District”), (collectively “Parties”).

WHEREAS, the Public Library and the District desire to provide well-balanced library collections and resources that meet the interests and needs of their respective communities; and

WHEREAS, databases to which the Public Library and the District libraries individually subscribe annually are shown in Attachment A; and

WHEREAS, the provider of the databases shown in Attachment A has confirmed the Parties may share the Public Library’s subscriptions; and

WHEREAS, the Public Library and District desire to share the cost for these databases to their mutual benefit to reduce costs and to provide increased access to quality information to patrons of the Parties’ libraries;


NOW, THEREFORE, BE IT RESOLVED, in consideration of the mutual promises and conditions contained herein the Parties hereto agree as follows:

1. the Public Library will act as lead agency for procuring these databases, and shall be responsible for all budget and accounting procedures related to such purchases.
2. the District will reimburse the Public Library for its portion of the cost, as shown for year 1 in Attachment A.
3. District library and Public Library representatives will meet annually to review and recommend the distribution of costs for the coming year’s subscriptions.
4. the Boards of both Parties shall jointly administer this Agreement.


5. This Agreement shall remain in force until terminated by either Party upon sixty (60) calendar days' written notice to the other Party.
6. The Parties acknowledge that costs are subject to change if the Agreement is terminated, and access to the databases may change as a result.
7. The provisions of this Agreement shall be binding upon and inure to the benefit of each of the parties.
8. This Agreement may be amended or modified by mutual agreement of the Parties. Any amendment or modification shall be in writing, signed and duly approved by the Boards of both Parties.
9. The terms of this Agreement shall be governed by the laws of the State of New Jersey.
10. This Agreement may be executed in one or more counterparts, each of which shall be deemed an original, but all of which shall constitute one and the same instrument.
11. The Metuchen Board of Education and the Metuchen Public Library Board of Trustees authorize this Agreement and have or will take action by resolution, motion, or other necessary action to approve this Agreement.
12. The Parties acknowledge that they have read, understand and accept this Agreement, including any supplements or attachments, and that this Agreement constitutes the entire agreement between them.

IN WITNESS WHEREOF, the parties hereto have caused this Agreement to be executed by their duly authorized representatives as of the date first set forth above.

**Board of Trustees
Metuchen Public Library**



Samina Ali, President



Caitlin Mollison, Treasurer

**Board of Education
Metuchen School District**

Jonathan Lifton, President

Eric Suss, Finance
Committee Chair

Metuchen Public Library

Founded 1870

480 Middlesex Avenue, Metuchen, New Jersey 08840

Tel: (732) 632-8526 • Fax: (732) 632-8535

June 9, 2023

Dear Metuchen Board of Education,

The Metuchen Public Library is pleased to continue the shared services agreement with the Board of Education for the upcoming school year of 2023-2024.

The Interlocal Services Agreement for the Infobase databases in the 2023-2024 school year, the total subscription cost is \$3,047.31, from October 1, 2023-September 2024.

The Shared costs for Edgar School, Metuchen High School, and Metuchen Public Library are listed below:

NJ Package: \$1336.53

Today's Science: \$855.39 (Metuchen High School only)

Issues and Controversies: \$855.39 (Metuchen High School only)

Edgar School: \$445.51

Metuchen High School: $\$445.51 + \$855.39 + \$855.39 = \$2,156.29$

Metuchen Public Library: \$445.51

The Metuchen Public Library will send invoices to the Board of Education in July or August and make the full payment of \$3,047.31 in September.

We are pleased the collaboration of resource sharing to save cost can be done again! If you have any questions, please feel free to contact us.

Sincerely,

Hsihsi Chung

Hsihsi Chung

Library Director

Email: hsichung@lmxac.org