

**VINELAND PUBLIC LIBRARY
BOARD OF TRUSTEES MEETING – MINUTES
February 24, 2022**

Board of Trustees Acting President Sheena Santiago called the meeting to order at 5:30 p.m. Notice of this meeting had been sent to the Office of the City Clerk, The Daily Journal, The Press, local Vineland Channels, and was posted in the library in compliance with The Sunshine Law.

The Assistant Supervisor of Accounts called roll: Suzette DeMarchi, Christa Dickenson, Devon Land, Jaclyn Mongelluzzo, Jose Muniz, Gina Randazzo-Dawkins, and Sheena Santiago. Also present were Library Counsel Alan Giebner, Business Manager Dr. Luis F. Amberths, Jr., Assistant Supervisor of Accounts Melissa Vanes, and a member of the public.

OATH OF OFFICE

Library Counsel Alan Giebner swore in a new Trustee, Christa Dickenson.

REORGANIZATION OF OFFICERS

President

On a motion made by Ms. DeMarchi, seconded by Mr. Muniz, Trustees nominated Ms. Santiago for the president position. Ms. Santiago accepted this position. The Assistant Supervisor of Accounts called roll: YEAS: Ms. DeMarchi, Ms. Dickenson, Mr. Land, Ms. Mongelluzzo, Mr. Muniz, Ms. Randazzo-Dawkins; ABSTAIN: Sheena Santiago.

Vice President

On a motion made by Ms. Santiago, seconded by Ms. DeMarchi, Trustees nominated Mr. Muniz for the position of Vice President. Mr. Muniz accepted this position. The Assistant Supervisor of Accounts called roll: YEAS: Ms. DeMarchi, Ms. Dickenson, Mr. Land, Ms. Mongelluzzo, Mr. Muniz, Ms. Randazzo-Dawkins, Sheena Santiago

Secretary

On a motion made by Mr. Land, seconded by Ms. Santiago, Trustees nominated Ms. Randazzo-Dawkins for the position of Secretary. Ms. Randazzo-Dawkins accepted this position. The Assistant Supervisor of Accounts called roll: YEAS: Ms. DeMarchi, Ms. Dickenson, Mr. Land, Ms. Mongelluzzo, Mr. Muniz, Ms. Randazzo-Dawkins, Sheena Santiago

Treasurer – This nomination was tabled to the next meeting

MINUTES

On a motion made by Mr. Land, seconded by Ms. Mongelluzzo, Trustees moved to approve the minutes from the January 27, 2022 meeting. The Assistant Supervisor of Accounts called roll: YEAS: Ms. DeMarchi, Ms. Dickenson, Mr. Land, Ms. Mongelluzzo, Mr. Muniz, Ms. Randazzo-Dawkins, Sheena Santiago

REPORTS OF ACCOUNTS AND PAYMENTS

Approval of Financial Reports

On a motion made by Ms. Randazzo-Dawkins, seconded by Ms. DeMarchi, Trustees moved to approve the Financial Reports for February 2022 including the Treasurer's Report, Accounts Payable Report, purchase requests, approval of payments, and presentation of donated monies. The Assistant Supervisor

of Accounts called roll: YEAS: Ms. DeMarchi, Ms. Dickenson, Mr. Land, Ms. Mongelluzzo, Mr. Muniz, Ms. Randazzo-Dawkins, Sheena Santiago

Resolution #2022-008 – Approval of payment of salaries and benefits to Vineland Public Library employees by the City of Vineland for March 2022

On a motion made by Mr. Land, seconded by Ms. Mongelluzzo, Trustees approved Resolution #2022-008, approving payment of salaries and benefits to Vineland Public Library Employees by the City of Vineland. The Assistant Supervisor of Accounts called roll: YEAS: Ms. DeMarchi, Ms. Dickenson, Mr. Land, Ms. Mongelluzzo, Mr. Muniz, Ms. Randazzo-Dawkins, Sheena Santiago

UPDATE FROM TRUSTEE COMMITTEES, SOLICITOR AND BUSINESS MANAGER
Personnel Committee

Ms. Randazzo-Dawkins reported that the Trustees will need to go into executive session to discuss Dr. Amberths' employee evaluation.

On a motion made by Ms. Randazzo-Dawkins, seconded by Ms. DeMarchi, Trustees approved Resolution #2022-009, Authorizing the Board to go into Executive Session to discuss personnel issues. The Assistant Supervisor of Accounts called roll: YEAS: Ms. DeMarchi, Ms. Dickenson, Mr. Land, Ms. Mongelluzzo, Mr. Muniz, Ms. Randazzo-Dawkins, Sheena Santiago

On a motion made by Ms. Randazzo-Dawkins, seconded by Ms. DeMarchi, Trustees returned to the regular session of the meeting. The motion passed.

Operations/Building and Maintenance Committee Report

Ms. DeMarchi asked for an update on the website. Dr. Amberths reported that it is still in a draft stage and unfortunately it can only be viewed at the Library or City Hall.

Trustees received reports from the Children, Circulation, and Reference Departments. They also received a building report from Ms. Vanes

Budget Committee

There was no update.

Negotiating Committee

Ms. Randazzo-Dawkins reported that the contracts have been signed.

Solicitor's Report

Mr. Giebner had nothing to report.

Business Manager's Report

Trustees received a report that was prepared by Dr. Amberths.

Dr. Amberths has conducted interviews for three Library Assistants and a Building Maintenance worker. He has made his selections and would like the Board's approval. He also asked the Board's approval to post and hire a Student Assistant to replace the Student Assistant who is moving into the Library Assistant position.

On a motion made by Ms. Mongelluzzo, seconded by Ms. DeMarchi, Trustees approved the hiring of three Library Assistants and Building Maintenance Worker who were interviewed and recommended by

Dr. Amberths. The Assistant Supervisor of Accounts called roll: YEAS: Ms. DeMarchi, Ms. Dickenson, Mr. Land, Ms. Mongelluzzo, Mr. Muniz, Ms. Randazzo-Dawkins, Sheena Santiago

On a motion made by Ms. Mongelluzzo, seconded by Mr. Land, Trustees approved to post and hire a Student Assistant position. The Assistant Supervisor of Accounts called roll: YEAS: Ms. DeMarchi, Ms. Dickenson, Mr. Land, Ms. Mongelluzzo, Mr. Muniz, Ms. Randazzo-Dawkins, Sheena Santiago

OLD BUSINESS

Extended Library Hours

On a motion made by Ms. Randazzo-Dawkins, seconded by Mr. Mongelluzzo, Trustees approved the proposed extended library hours which may take place sometime in March at the discretion of the Business Manager, and once the new positions are filled. The Assistant Supervisor of Accounts called roll: YEAS: Ms. DeMarchi, Ms. Dickenson, Mr. Land, Ms. Mongelluzzo, Mr. Muniz, Ms. Randazzo-Dawkins, Sheena Santiago

Discussion to resume normal library operations

On a motion made by Ms. Mongelluzzo, seconded by Ms. Randazzo-Dawkins, Trustees approved to allow the library to provide public seating. The Assistant Supervisor of Accounts called roll: YEAS: Ms. DeMarchi, Ms. Dickenson, Mr. Land, Ms. Mongelluzzo, Mr. Muniz, Ms. Randazzo-Dawkins, Sheena Santiago

Trustees will discuss the option of wearing masks at the next meeting. However, if the governor lifts the mask mandate, so will the library.

NEW BUSINESS

There was no new business.

OTHER

Ms. Mongelluzzo informed the Trustees that she attended the “Bring your child to the Library Day” event and thought it was a great program. She said the staff was very friendly and the books they were giving away were great. It was a well-attended event and everyone there spoke highly of the event.

Ms. Santiago asked when the book sale was going to be. Mr. Amberths said it will be in May.

PUBLIC COMMENT

On a motion made by Ms. Mongelluzzo, seconded by Mr. Muniz, Trustees opened the meeting to public comment. The Assistant Supervisor of Accounts called roll: YEAS: Ms. DeMarchi, Ms. Dickenson, Mr. Land, Ms. Mongelluzzo, Mr. Muniz, Ms. Randazzo-Dawkins, Sheena Santiago

Eric Rodriguez, a Vineland resident, and former Library Security Guard welcomed the new Board member. He would like to thank the staff member that recently resigned. He mentioned the litter outside the library in the parking lot and would like to know when that would be addressed. He also told Trustees the County still has a mask and social distance mandate in place.

On a motion made by Ms. Randazzo-Dawkins, seconded Ms. DeMarchi, Trustees closed public comment. The Assistant Supervisor of Accounts called roll: YEAS: Ms. DeMarchi, Ms. Dickenson, Mr. Land, Ms. Mongelluzzo, Mr. Muniz, Ms. Randazzo-Dawkins, Sheena Santiago

ADJOURNMENT

The meeting was adjourned by unanimous consent.

Respectfully submitted,
Melissa Vanes, Assistant Supervisor of Accounts