

**VINELAND PUBLIC LIBRARY
BOARD OF TRUSTEES MEETING – MINUTES
July 28, 2022**

Board of Trustees 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 posted in the Library in compliance with The Sunshine Law.

The Administrative Clerk called roll: Present: Suzette DeMarchi, Anthony Lombardo, Jaclyn Mongelluzzo, Gina Randazzo-Dawkins, and Sheena Santiago. Also present were Business Manager Dr. Luis Amberths F., Jr., Assistant Supervisor of Accounts Melissa Vanes, Administrative Clerk Mary Ann Rada, and a member of the public

MINUTES

June 23, 2022 – Regular session

On a motion made by Mr. Lombardo, seconded by Mr. Muniz, Trustees moved to approve the minutes of the June 23, 2022, regular meeting.

The Administrative Clerk called roll: YEAS: Ms. DeMarchi, Mr. Lombardo, Ms. Mongelluzzo, Ms. Randazzo-Dawkins, and Ms. Santiago

REPORTS OF ACCOUNTS AND PAYMENTS

Approval of Financial Reports

On a motion made by Mr. Lombardo, seconded by Ms. Mongelluzzo, Trustees moved to approve the Financial Reports for July 2022, including the Treasurer’s Report, invoices to be paid in July, Schedule of Accounts, approval of purchases, and the presentation of donated monies.

The Administrative Clerk called roll: YEAS: Ms. DeMarchi, Mr. Lombardo, Ms. Mongelluzzo, Ms. Randazzo-Dawkins, and Ms. Santiago

Resolution #2022-016 – Approval of payment of salaries and benefits to Vineland Public Library employees by the City of Vineland for August 2022

On a motion made by Mr. Lombardo, seconded by Ms. Mongelluzzo, Trustees approved Resolution #2022-016, approving payment of salaries and benefits to Vineland Public Library Employees by the City of Vineland for August 2022.

The Administrative Clerk called roll: YEAS: Ms. DeMarchi, Mr. Lombardo, Ms. Mongelluzzo, Ms. Randazzo-Dawkins, and Ms. Santiago

Resolution #2022-017 – Approving payment of expenses to vendors by the City of Vineland for June 2022

On a motion made by Mr. Mainiero, seconded by Mr. Lombardo, Trustees moved to approve Resolution #2022-017, approving payment of expenses to vendors by the City of Vineland for June 2022.

The Administrative Clerk called roll: YEAS: Ms. DeMarchi, Mr. Lombardo, Ms. Mongelluzzo, Ms. Randazzo-Dawkins, and Ms. Santiago

UPDATE FROM TRUSTEE COMMITTEES, SOLICITOR AND BUSINESS MANAGER

Personnel Committee

Personnel Committee met to discuss changes recently made with the new positions being hired.

Operations/Building and Maintenance Committee

The Committee had nothing new to report.

Ms. DeMarchi said she was working with the Library to make sure all new incoming High School freshmen receive a library card.

Trustees received reports from the Children, Circulation, and Reference Departments. They also received a Building and Maintenance report from Melissa Vanes.

Budget Committee

There was nothing new to report.

Solicitor's Report

There was no Solicitor's report.

Business Manager's Report

Trustees received a report prepared by Dr. Amberths.

Dr. Amberths added that he met with Mr. Quigley, the head of the IS Department at the City, to discuss hanging a 75-inch LED screen in front of the Circulation Department to advertise events and programs. The cost of the screen is between \$950 - \$1000, which the City is paying.

Dr. Amberths also reported that he received a letter complimenting the rain garden. He said that the Reference Department has also received several compliments.

OLD BUSINESS

Approve hiring of recommended Librarian 1

On a motion made by Mr. Lombardo, seconded by Ms. Mongelluzzo, Trustees approved hiring the Librarian 1 candidate which was recommended by Dr. Amberths and on a Civil Service Special Reappointment List. The Administrative Clerk called roll: YEAS: Ms. DeMarchi, Mr. Lombardo, Ms. Mongelluzzo, Ms. Randazzo-Dawkins, and Ms. Santiago

Approve the three recommendations for the Student Assistant positions

Trustees would like to seek legal counsel on a matter concerning one of the three candidates and decided to table their vote on this candidate until they do so.

On a motion made by Mr. Lombardo, seconded by Ms. Mongelluzzo, Trustees approved the hire of the two Student Assistants recommended by Dr. Amberths. The Administrative Clerk called roll: YEAS: Ms. DeMarchi, Mr. Lombardo, Ms. Mongelluzzo, Ms. Randazzo-Dawkins, and Ms. Santiago

NEW BUSINESS

Discuss Trustee Member Conduct

There was no discussion.

Trustee requests agenda draft at least one week before the scheduled meeting.

Ms. Santiago said she will try to get the agenda to Trustees as soon as possible. She handed out a meeting schedule to the Trustees.

PUBLIC COMMENT

On a motion made by Mr. Muniz, seconded by Ms. DeMarchi, Trustees opened the meeting to public comment. The Administrative Clerk called roll: YEAS: Ms. DeMarchi, Mr. Lombardo, Ms. Mongelluzzo, Ms. Randazzo-Dawkins, and Ms. Santiago

Eric Rodriguez, former Library Security Guard, and Vineland resident spoke about his concerns about the security at the library and the lack of security guards.

On a motion made by Mr. Lombardo seconded by Ms. DeMarchi, Trustees closed public comment. The motion was passed by unanimous consent. The Administrative Clerk called roll: YEAS: Ms. DeMarchi, Mr. Lombardo, Ms. Mongelluzzo, Ms. Randazzo-Dawkins, and Ms. Santiago

ADJOURNMENT

On a motion made by Mr. Lombardo, seconded by Ms. DeMarchi, Trustees moved to adjourn the meeting at 6:09 p.m. The Administrative Clerk called roll: YEAS: Ms. DeMarchi, Mr. Lombardo, Ms. Mongelluzzo, Ms. Randazzo-Dawkins, and Ms. Santiago

Respectfully submitted,
Mary Ann Rada, Administrative Clerk