

**VINELAND PUBLIC LIBRARY
BOARD OF TRUSTEES MEETING – MINUTES
June 23, 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: Devon Land, Christa Dickenson, Anthony Lombardo, Michael Mainiero, Gina Randazzo-Dawkins, and Sheena Santiago. Also present were Library Council Alan Giebner, 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 2, 2022 – Regular session

On a motion made by Mr. Mainiero, seconded by Mr. Land, Trustees moved to approve the minutes of the June 1, 2022 regular meeting.

The Administrative Clerk called roll: YEAS: Mr. Land, Ms. Dickenson, Mr. Lombardo, Mr. Mainiero, Ms. Randazzo-Dawkins, and Ms. Santiago

REPORTS OF ACCOUNTS AND PAYMENTS

Approval of Financial Reports

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

The Administrative Clerk called roll: YEAS: Mr. Land, Ms. Dickenson, Mr. Lombardo, Mr. Mainiero, Ms. Randazzo-Dawkins, and Ms. Santiago

Resolution #2022-014 – Approval of payment of salaries and benefits to Vineland Public Library employees by the City of Vineland for July 2022

On a motion made by Ms. Randazzo-Dawkins, seconded by Mr. Land, Trustees approved Resolution #2022-014, approving payment of salaries and benefits to Vineland Public Library Employees by the City of Vineland for July 2022.

The Administrative Clerk called roll: YEAS: Mr. Land, Ms. Dickenson, Mr. Lombardo, Mr. Mainiero, Ms. Randazzo-Dawkins, and Ms. Santiago

Resolution #2022-015 – Approving payment of expenses to vendors by the City of Vineland for January through May 2022

On a motion made by Mr. Mainiero, seconded by Mr. Lombardo, Trustees moved to approve Resolution #2022-015, approving payment of expenses to vendors by the City of Vineland for January through May 2022.

The Administrative Clerk called roll: YEAS: Mr. Land, Ms. Dickenson, Mr. Lombardo, Mr. Mainiero, Ms. Randazzo-Dawkins, and Ms. Santiago

**UPDATE FROM TRUSTEE COMMITTEES, SOLICITOR AND BUSINESS MANAGER
Personnel Committee**

Ms. Dickenson reported that members of the committee met with Dr. Amberths to discuss the vacant positions, moving the Building Maintenance person from part-time to full-time, and the future custodial/janitorial needs.

Operations/Building and Maintenance Committee

Trustees received reports from the Children, Circulation, and Reference Departments.

Budget Committee

There was nothing new to report.

Solicitor's Report

Mr. Giebner had nothing new to report.

Business Manager's Report

Trustees received a report prepared by Dr. Amberths.

OLD BUSINESS

Approval to advertise and hire a Librarian 1

On a motion made by Mr. Mainiero, seconded by Mr. Lombardo, Trustees approved to advertise and hire a full-time Librarian 1 for the Children's Department with a salary of \$55,000 per year.

The Administrative Clerk called roll: YEAS: Mr. Land, Ms. Dickenson, Mr. Lombardo, Mr. Mainiero, Ms. Randazzo-Dawkins, and Ms. Santiago

NEW BUSINESS

Approve the three recommendations for the Library Assistant positions

On a motion made by Ms. Dickenson, seconded by Mr. Mainiero, Trustees approved to hire the Librarian Assistants who were interviewed and recommended by Dr. Amberths.

The Administrative Clerk called roll: YEAS: Mr. Land, Ms. Dickenson, Mr. Lombardo, Mr. Mainiero, Ms. Randazzo-Dawkins, and Ms. Santiago

Approve the posting and hiring of three Student Assistant positions

On a motion made by Ms. Randazzo-Dawkins, seconded by Mr. Mainiero, Trustees approved to advertise and hire three Student Assistants.

The Administrative Clerk called roll: YEAS: Mr. Land, Ms. Dickenson, Mr. Lombardo, Mr. Mainiero, Ms. Randazzo-Dawkins, and Ms. Santiago

Approve part-time Maintenance position to full-time

On a motion made by Mr. Mainiero, seconded by Ms. Dickenson, Trustees approved to move the Building Maintenance Worker to a full-time position.

The Administrative Clerk called roll: YEAS: Mr. Land, Ms. Dickenson, Mr. Lombardo, Mr. Mainiero, Ms. Randazzo-Dawkins, and Ms. Santiago

Custodial Worker

After Trustees discussed the need for a Custodial Worker, Mr. Mainiero made a motion to create, post and hire a part-time Custodial Worker with a salary of \$15 per hour. The motion was seconded by Ms. Dickenson and the motion was carried.

The Administrative Clerk called roll: YEAS: Mr. Land, Ms. Dickenson, Mr. Lombardo, Mr. Mainiero, Ms. Randazzo-Dawkins, and Ms. Santiago

PUBLIC COMMENT

On a motion made by Mr. Land, seconded by Mr. Mainiero, Trustees opened the meeting to public comment.

The Administrative Clerk called roll: YEAS: Mr. Land, Ms. Dickenson, Mr. Lombardo, Mr. Mainiero, Ms. Randazzo-Dawkins, and Ms. Santiago

Eric Rodriguez, former Library Security Guard and Vineland resident, said he was happy to see that the book sale was busy. He's pleased that staffing issues are being addressed and that the library is moving in the right direction.

On a motion made by Mr. Lombardo seconded by Mr. Mainiero, Trustees closed public comment. The motion was passed by unanimous consent.

TRUSTEE COMMENTS

Ms. Santiago said that Dr. Amberths is doing a great job scheduling staff to meet the needs of the public and the library.

There was discussion about moving Mrs. Rada's office from the 2nd floor to a room on the first floor that stores the server. Ms. Santiago discussed the disadvantages of the move. A couple Trustees felt this was a decision for the Business Manager to make.

ADJOURNMENT

On a motion made by Mr. Lombardo, seconded by Mr. Mainiero, Trustees moved to adjourn the meeting at 6:05 p.m. The motion was passed by unanimous consent.

Respectfully submitted,
Mary Ann Rada, Administrative Clerk