

**VINELAND PUBLIC LIBRARY
BOARD OF TRUSTEES MEETING – MINUTES
December 14, 2022**

Board of Trustees President Sheena Santiago called the meeting to order at 5:32 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 Assistant Supervisor of Accounts called roll:

Present: Christa Dickenson, Michael Mainiero, Jaclyn Mongelluzzo, Gina Randazzo-Dawkins, and Sheena Santiago (via zoom). Also present were Library Counsel Alan Giebner, Business Manager Dr. Luis F. Amberths, Jr., Assistant Supervisor of Accounts Melissa Vanes
Absent: Suzette DeMarchi, Devon Land, Anthony Lombardo, and Jose Muniz

MINUTES

October 27, 2022 – executive session

November 17, 2022 – Regular Session

On a motion made by Ms. Randazzo-Dawkins, seconded by Ms. Mongelluzzo, Trustees moved to approve the minutes of the executive session of the October 27, 2022, and the regular session of the November 17, 2022 Board meetings.

The Assistant Supervisor of Accounts called roll: YEAS: Ms. Dickenson, Mr. Mainiero, Ms. Mongelluzzo, Ms. Randazzo-Dawkins, and Ms. Santiago

November 17, 2022 – Executive Session

This item of business was tabled until the next meeting.

REPORTS OF ACCOUNTS AND PAYMENTS

Approval of Financial Reports

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

The Assistant Supervisor of Accounts called roll: YEAS: Ms. Dickenson, Mr. Mainiero, Ms. Mongelluzzo, Ms. Randazzo-Dawkins, and Ms. Santiago

Resolution #2022-027 – Approval of payment of salaries and benefits to Vineland Public Library employees by the City of Vineland for January 2023

On a motion made by Ms. Dickenson, seconded by Ms. Mongelluzzo Trustees approved Resolution #2022-027, approving payment of salaries and benefits to Vineland Public Library Employees by the City of Vineland for January 2023.

The Assistant Supervisor of Accounts called roll: YEAS: Ms. Dickenson, Mr. Mainiero, Ms. Mongelluzzo, Ms. Randazzo-Dawkins, and Ms. Santiago

Resolution #2022-028 – Approving payment of expenses to vendors by the City of Vineland for November 2022

On a motion made by Ms. Dickenson, seconded by Ms. Mongelluzzo, Trustees moved to approve Resolution #2022-028, approving payment of expenses to vendors by the City of Vineland for November 2022.

The Assistant Supervisor of Accounts called roll: YEAS: Ms. Dickenson, Mr. Mainiero, Ms. Mongelluzzo, Ms. Randazzo-Dawkins, and Ms. Santiago

UPDATE FROM TRUSTEE COMMITTEES, SOLICITOR AND BUSINESS MANAGER Personnel Committee

There was no update.

Operations/Building and Maintenance Committee

Reports were received from the Children's, Reference, and Circulation Departments.

Ms. Vanes prepared a report with quotes to replace lighting in the front of the Reference area and to repair the boiler.

On a motion made by Mr. Mainiero, seconded by Ms. Mongelluzzo, Trustees approved the quote from Dave Guidarini in the amount of \$8941 for parts and labor to replace lighting in the Reference area.

The Assistant Supervisor of Accounts called roll: YEAS: Ms. Dickenson, Mr. Mainiero, Ms. Mongelluzzo, Ms. Randazzo-Dawkins, and Ms. Santiago

On a motion made by Ms. Dickenson, seconded by Mr. Mainiero, Trustees approved the quote from Sierrri Mechanical in the amount of \$2500 to replace the motor on the boiler.

The Assistant Supervisor of Accounts called roll: YEAS: Ms. Dickenson, Mr. Mainiero, Ms. Mongelluzzo, Ms. Randazzo-Dawkins, and Ms. Santiago

Budget Committee

There was no update.

Solicitor's Report

There was no update.

Business Manager's Report

Trustees received a report prepared by Dr. Amberths.

OLD BUSINESS

Approval of the 2023 Board of Trustees meeting schedule

On a motion made by Ms. Randazzo-Dawkins, seconded by Mr. Mainiero, Trustees approved the 2023 Board of Trustees meeting schedule.

The Assistant Supervisor of Accounts called roll: YEAS: Ms. Dickenson, Mr. Mainiero, Ms. Mongelluzzo, Ms. Randazzo-Dawkins, and Ms. Santiago

NEW BUSINESS

There was no new business

PUBLIC COMMENT

On a motion by Ms. Dickenson, seconded by Ms. Mongelluzzo the Trustees opened the meeting to public comment.

The Assistant Supervisor of Accounts called roll: YEAS: Ms. Dickenson, Mr. Mainiero, Ms. Mongelluzzo, Ms. Randazzo-Dawkins, and Ms. Santiago

There were no comments from the public.

On a motion made by Ms. Dickenson seconded by Ms. Mongelluzzo, Trustees closed public comment.

The Assistant Supervisor of Accounts called roll: YEAS: Ms. Dickenson, Mr. Mainiero, Ms. Mongelluzzo, Ms. Randazzo-Dawkins, and Ms. Santiago

NOMINATION & ELECTION OF OFFICERS

On a motion made by Mr. Mainiero, seconded by Ms. Dickenson, Trustees moved to postpone the nominations and election of officers until the January 2023 meeting.

The Assistant Supervisor of Accounts called roll: YEAS: Ms. Dickenson, Mr. Mainiero, Ms. Mongelluzzo, Ms. Randazzo-Dawkins, and Ms. Santiago

TRUSTEES COMMENTS

There were no comments by Trustees.

ADJOURNMENT

On a motion by Mr. Mainiero, seconded by Ms. Dickenson, Trustees moved to adjourn the meeting. The motion passed unanimously.

Respectfully submitted,
Melissa Vanes, Assistant Supervisor of Accounts