

**VINELAND PUBLIC LIBRARY  
BOARD OF TRUSTEES MEETING – MINUTES  
November 17, 2022**

Board of Trustees President Sheena Santiago called the meeting to order at 5:37 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: Suzette DeMarchi, Christa Dickenson, Devon Land, Michael Mainiero, 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

Absent: Anthony Lombardo

**MINUTES**

**October 27, 2022 – Regular session**

On a motion made by Mr. Mainiero, seconded by Mr. Land, Trustees moved to approve the minutes of the regular session of the October 27, 2022, Board meeting.

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

ABSTAIN: Ms. DeMarchi, Ms. Dickenson

**October 27, 2022 – Executive Session**

This item of business was tabled until the next meeting.

**EXECUTIVE SESSION**

On a motion made by Ms. DeMarchi, seconded by Mr. Land, Trustees approved Resolution #2022-025 to enter executive session to discuss personnel matters.

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

On a motion by Ms. Randazzo-Dawkins, seconded by Mr. Land, Trustees voted to return to the regular meeting.

**REPORTS OF ACCOUNTS AND PAYMENTS**

**Approval of Financial Reports**

Mr. Muniz questioned a purchase made by Ms. Santiago from Larry's II for food for a veterans' program. He reminded Trustees that policies and procedures were put into place by the Board for purchases made by the library. All purchases and payments need Board approval first.

Mr. Muniz said the Board has a code of conduct to follow and that Ms. Santiago's actions have been creating a hostile work environment for the staff at the library. Ms. Santiago accused Mr. Muniz of being in cahoots with Dr. Amberths against her.

On a motion by Mr. Land, seconded by Ms. Dickenson, Trustees moved to approve the Financial Reports for November 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. DeMarchi, Ms. Dickenson, Mr. Land, Mr. Mainiero, Ms. Mongelluzzo, Mr. Muniz, Ms. Randazzo-Dawkins, and Ms. Santiago

**Resolution #2022-026 – Approval of payment of salaries and benefits to Vineland Public Library employees by the City of Vineland for December 2022**

On a motion made by Ms. Dickenson, seconded by Ms. DeMarchi, Trustees approved Resolution #2022-026, approving payment of salaries and benefits to Vineland Public Library Employees by the City of Vineland for December 2022.

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

**Resolution #2022-027 – Approving payment of expenses to vendors by the City of Vineland for October 2022**

On a motion made by Ms. Dickenson, seconded by Ms. Randazzo-Dawkins, Trustees moved to approve Resolution #2022-027, approving payment of expenses to vendors by the City of Vineland for October 2022.

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

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

The Personnel Committee had their discussion during the executive session.

**Operations/Building and Maintenance Committee**

There was no update.

**Budget Committee**

There was no update.

**Solicitor's Report**

Mr. Giebner said there should have been an election of officers at this meeting. According to the by-laws, elections are held every two years in November. He recommended having the nominations and elections at the December meeting.

On a motion made by Ms. Mongelluzzo, seconded by Ms. DeMarchi, Trustees moved to have elections at the December meeting and to change the meeting date to Wednesday, December 14, 2022.

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

**Business Manager's Report**

Trustees received a report prepared by Dr. Amberths. Dr. Amberths highlighted the following:

- Dr. Amberths said he met with James Neher from public works to discuss the public restroom renovations. They discussed ways to make improvements while keeping the cost down. He said patrons had complained about the public restrooms being closed.
- Dr. Amberths said he had gotten confirmation that the hardware was in for the new computers and IS would be testing it. Sometimes the CASSIE software can complicate matters and can cause interruption to the Wi-Fi.
- Dr. Amberths and Ms. DeMarchi elaborated on the Vineland Public Schools, Portrait of a Graduate Project meeting.

## **OLD BUSINESS**

### **Approval of the 2023 Board of Trustees meeting schedule**

Trustees discussed moving the meetings from Thursday nights to Wednesdays.

On a motion made by Ms. Mongelluzzo, seconded by Ms. DeMarchi, Trustees moved to change the Board meetings from Thursday nights to Wednesday nights starting in December 2022.

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

Trustees tabled the vote to approve the 2023 Board of Trustees meetings until the December meeting.

## **NEW BUSINESS**

There was no new business

## **PUBLIC COMMENT**

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

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

There were no comments from the public.

On a motion made by Ms. Dickenson seconded by Mr. Muniz, Trustees closed public comment. The motion passed unanimously.

## **TRUSTEES COMMENTS**

Ms. Mongelluzzo reported that Petway School would host a Parent University on January 26 from 5:00 – 7:00 p.m., and the Library will participate.

Ms. Mongelluzzo wanted it recorded that the comment made earlier in the meeting by Ms. Santiago that Mr. Muniz was in cahoots with Dr. Amberths against Ms. Santiago did not come from her or any other Board member. Ms. Santiago said that it was her comment only.

Ms. Santiago would like to remove the tables and chairs from the Bistro area to discourage people from sleeping there. This area is not visible and supervised.

Ms. Dickenson asked why some purchases go through the City and others are paid through the Library. She felt there would be more transparency if everything went through the city with purchase orders. Ms. Dickenson asked if Trustees could see receipts and invoices for purchase requests.

On a motion made by Mr. Mainiero, seconded by Ms. Dickenson, Trustees moved that invoices and receipts be attached to all purchasing reports.

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

Ms. Dickenson said that lately, there have been many distractions during the meetings and discussions that have been very uncomfortable and unprofessional. She would like to remind Trustees that they have a common goal: to see that the Library is operating at its best. She feels that Trustees should work harder to be a better Board.

Mr. Muniz added that he feels that employees work at the Library because of their love for it, and as a Board, we are here to stabilize things. He said that when Trustees do something to distract their day-to-day work, they are doing more harm than good. He said he would continue to defend the staff to be able to do what they were hired to do as professionals.

Ms. Randazzo-Dawkins said she agrees with the other Trustees, but Trustees still need to be aware of what goes on at the Library. She said Trustees need to address each other appropriately and properly and stop taking shots at one another.

#### **ADJOURNMENT**

On a motion by Ms. Mongelluzzo, seconded by Ms. DeMarchi, Trustees moved to adjourn the meeting. The motion passed unanimously.

Respectfully submitted,  
Melissa Vanes, Assistant Supervisor of Accounts