

**VINELAND PUBLIC LIBRARY
BOARD OF TRUSTEES MEETING – MINUTES
October 27, 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: Christa Dickenson, Devon Land, Anthony Lombardo, Michael Mainiero, 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, Administrative Clerk Mary Ann Rada, and members of the public.

Absent: Suzette DeMarchi, Jaclyn Mongelluzzo

DISCUSSION WITH VINELAND LIBRARY FOUNDATION REPRESENTATIVE

Ms. Annemarie Dapelo, president of the Vineland Library Foundation, explained to Trustees about how the Foundation formed, what their mission was, and what they do. Ms. Dapelo explained that the Foundation has provided money to the library for capital improvements in the past and provided instruction on how the library can properly request funds. Once a request is received, the Foundation needs to vote on all requests.

There was discussion on whether the Foundation can use the Library's address for mailing. They had set up a P.O. Box, but unfortunately, there has been a lot of mistakes on behalf of the post office with mail delivery.

Mr. Land stated that he would like to see better communication between the Board and the Foundation. He would like both groups to move forward and work together.

MINUTES

September 22, 2022 – Regular session

On a motion made by Mr. Mainiero, seconded by Mr. Lombardo, Trustees moved to approve the minutes of the September 22, 2022 Board meeting.

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

EXECUTIVE SESSION

On a motion made by Mr. Mainiero, seconded by Mr. Lombardo, Trustees approved Resolution #2022-024 to enter executive session to discuss personnel matters.

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

On a motion made by Mr. Mainiero, seconded by Mr. Lombardo, Trustees voted to return to the regular meeting at 7:20 p.m.

REPORTS OF ACCOUNTS AND PAYMENTS

Approval of Financial Reports

On a motion made by Mr. Lombardo, seconded by Mr. Muniz, Trustees moved to approve the Financial Reports for October 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 Administrative Clerk called roll: YEAS: Ms. Dickenson, Mr. Land, Mr. Lombardo, Mr. Mainiero, Mr. Muniz, Ms. Randazzo-Dawkins, and Ms. Santiago

Resolution #2022-022 – Approval of payment of salaries and benefits to Vineland Public Library employees by the City of Vineland for November 2022

On a motion made by Mr. Land, seconded by Mr. Mainiero, Trustees approved Resolution #2022-023, approving payment of salaries and benefits to Vineland Public Library Employees by the City of Vineland for November 2022.

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

Resolution #2022-023 – Approving payment of expenses to vendors by the City of Vineland for September 2022

On a motion made by Mr. Lombardo, seconded by Mr. Mainiero, Trustees moved to approve Resolution #2022-031, approving payment of expenses to vendors by the City of Vineland for September 2022.

The Administrative Clerk called roll: YEAS: Ms. Dickenson, Mr. Land, Mr. Lombardo, Mr. Mainiero, 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 executive session

Operations/Building and Maintenance Committee

Mr. Land said he wanted thank everyone who was involved with the FanCon event. It was a huge success with over 1000 people in attendance.

Budget Committee

The Budget Committee met to review the budget, and everything was in line. There was a discussion on using the allocated money for the renovations.

Solicitor's Report

There was no Solicitor's report.

Business Manager's Report

Trustees received a report prepared by Dr. Amberths.

Approve hiring recommended candidate for Full-Time Library Assistant position

On a motion made by Mr. Mainiero, seconded by Mr. Land, Trustees approved hiring the full-time Library Assistant recommended by Dr. Amberths.

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

Approve hiring two recommended candidates for Part-Time Library Assistant positions

On a motion made by Ms. Dickenson, seconded by Mr. Mainiero, Trustees approved hiring the two part-time Library Assistants recommended by Dr. Amberths.

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

Approve hiring two recommended candidates for Part-Time Student Assistant positions

On a motion made by Ms. Dickenson, seconded by Mr. Muniz, Trustees approved hiring the two part-time Student Assistants recommended by Dr. Amberths.

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

OLD BUSINESS

There was no old business.

NEW BUSINESS

Approve recommended 2023 Holiday Schedule

On a motion by Ms. Dickenson, seconded by Mr. Mainiero, Trustees approved the 2023 recommended holiday schedule.

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

Approve recommended 2023 Board of Trustees Meetings Schedule

On a motion made by Mr. Lombardo, seconded by Mr. Muniz, Trustees approved the recommended 2023 Board of Trustees Meetings Schedule.

After discussing changing the meetings to another day, this motion was rescinded and tabled to the next meeting.

Approve closing the Library Saturday, December 3

On a motion made by Mr. Lombardo, seconded by Mr. Muniz, the Trustees approved closing the Library on Saturday, December 3, for staff to work downtown Vineland's Olde Fashion Christmas.

PUBLIC COMMENT

On a motion by Mr. Muniz, seconded by Mr. Land, the Trustees opened the meeting to public comment. The motion passed by unanimous consent.

Nichole Gardner, a Vineland resident, asked the Board to consider having their executive sessions at the end of the meeting so the public doesn't have to sit and wait for the regular meeting to resume.

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

TRUSTEES COMMENTS

Ms. Santiago said the Library is dedicating the month of November to the Veterans. Both display cases have exhibits honoring the veterans, and there will be a luncheon and program honoring the veterans on Saturday, November 12. She said the Mayor has arranged for the City's trolley to pick up Veterans from the Veterans' home and bring them to the Library. Rafael Marti, veteran and author will have a book signing that day.

ADJOURNMENT

On a motion made by Ms. Dickenson, seconded by Mr. Mainiero, Trustees moved to adjourn the meeting at 7:52. The motion passed unanimously.

Respectfully submitted,
Mary Ann Rada, Administrative Clerk