

**VINELAND PUBLIC LIBRARY**  
**BOARD OF TRUSTEES MEETING – MINUTES**  
**April 26, 2023**

Board of Trustees President Michael Mainiero 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: Janice Brunet-Girone, Makema Edwards-Douglas, Devon Land, Michael Mainiero, and Gina Randazzo-Dawkins. 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, Christa Dickenson, Anthony Lombardo, Jaclyn Mongelluzzo,

**MINUTES**

**March 22, 2023 – regular session**

On a motion by Mr. Land, seconded by Ms. Brunet-Girone, the Trustees moved to approve the March 22, 2023, meeting minutes.

The Administrative Clerk called roll: YEAS: Ms. Brunet-Girone, Ms. Edwards-Douglas, Mr. Land, Ms. Randazzo-Dawkins, and Mr. Mainiero

**REPORTS OF ACCOUNTS AND PAYMENTS**

**Approval of Financial Reports**

On a motion by Ms. Edwards-Douglas, seconded by Mr. Land, the Trustees moved to approve the Financial Reports, including the March 2023 Treasurer's Report, invoices to be paid in May, Schedule of Accounts, approval of purchases, and donated monies.

The Administrative Clerk called roll: YEAS: Ms. Brunet-Girone, Ms. Edwards-Douglas, Mr. Land, Ms. Randazzo-Dawkins, and Mr. Mainiero

**Resolution #2023-011 – Approving payment of salaries and benefits to Vineland Public Library employees by the City of Vineland for April 2023**

On a motion by Mr. Land, seconded by Ms. Edwards-Douglas, Trustees approved resolution #2023-011, approving the payment of salaries and benefits to Vineland Public Library employees by the City of Vineland for the month of May 2023.

The Administrative Clerk called roll: YEAS: Ms. Brunet-Girone, Ms. Edwards-Douglas, Mr. Land, Ms. Randazzo-Dawkins, and Mr. Mainiero

**Resolution #2023-012 – Approving payment of expenses to vendors by the City of Vineland for March 2023**

On a motion by Mr. Land, seconded by Ms. DeMarchi, Trustees moved to approve Resolution #2023-012, approving payment of expenses to vendors by the City of Vineland for March 2023.

The Administrative Clerk called roll: YEAS: Ms. Brunet-Girone, Ms. Edwards-Douglas, Mr. Land, Ms. Randazzo-Dawkins, and Mr. Mainiero

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

There was nothing new to report

### **Operations/Building and Maintenance Committee**

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

Ms. Edwards-Douglas reported that the committee met to discuss the budget costs of materials for upcoming projects and to go out for bids to obtain better prices. They also discussed the progress of the new computers and their installation.

### **Budget Committee**

The budget met to discuss new computers, carpeting, and the upcoming Foundation meeting. They discussed the windows and that there is \$93,000 remaining for that project. Ms. Brunet-Girone said the main topic was security and that Ms. Dickenson was instrumental in getting information and quotes. She also noted that the library purchased a power washer to clean the sidewalks.

### **Solicitor's Report**

There was no Solicitor's report.

### **Business Manager's Report**

Trustees received a Business Managers Report. Dr. Amberths added:

- Circulation numbers continue to go up, and traffic is increasing.
- Hoopla, the Library's digital streaming service, has added to the increase in circulation, and the budget for Hoopla will need to be addressed as its users increase.
- About 200 people attended a book launching by author Cruz Gomez, Jr. on Sunday, April 23.
- All the new computers are in. The only staff computer that was ordered has been installed. At this time, the IS department is short staffed so the remaining computers will be installed within the next couple months.
- Dr. Amberths has submitted a formal written request to the City for security. He has contacted two recommended private security firms who will come to the Library to do a presentation and provide quotes.
- Dr. Amberths met with contractors for the bathrooms. He is expecting a quote in the next couple of weeks. The contractors would like to do the work on weekends.

### **OLD BUSINESS**

There was no old business.

### **NEW BUSINESS**

#### **Approval to close Saturdays from June 3 – September 2**

On a motion by Mr. Mainiero, seconded by Ms. Brunet-Girone, Trustees approved closing the Library on Saturdays from June 3, 2023, to September 2, 2023.

The Administrative Clerk called roll: YEAS: Ms. Brunet-Girone, Mr. Land, and Mr. Mainiero - ABSTAIN: Ms. Edwards-Douglas - NOS: Ms. Randazzo-Dawkins

## **PUBLIC COMMENT**

On a motion by Mr. Mainiero, seconded by Ms. Edwards-Douglas, the Trustees moved to open the meeting to public comment. The motion passed unanimously.

Eric Macon, a Vineland resident, asked if there were complaints by patrons when the Library closed on Saturdays during the summer in previous years. He wanted to know how closing on Saturdays would affect the fact that the Library is a cooling center.

Eric Rodriguez, Vineland resident, and former security guard, was pleased to see that his security concerns were being addressed.

Brenda Stauffer, Co-president of the Friends of the Library, was happy to hear that there is progress on the plans to repair the bathrooms. She said there were many complaints during the book sale about the bathrooms being closed.

Eileen Egizi, Co-president of the Friends of the Library, had concerns about the work on the bathrooms being done on weekends.

On a motion by Ms. Randazzo-Dawkins, seconded by Ms. Brunet-Girone, the Trustees moved to close the public comment session of the meeting. The motion passed unanimously.

## **EXECUTIVE SESSION**

The executive session to discuss a personnel matter was tabled until the next meeting.

## **ADJOURNMENT**

On a motion by Ms. Brunet-Girone, seconded by Ms. Randazzo-Dawkins, the Trustees moved to adjourn the meeting. The motion passed unanimously.

*Respectfully submitted,  
Mary Ann Rada, Administrative Clerk*