

**VINELAND PUBLIC LIBRARY  
BOARD OF TRUSTEES MEETING – MINUTES  
November 29, 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, Anthony Lombardo, Gina Randazzo-Dawkins and Michael Mainiero Also present were Library Counsel Alan Giebner, Business Manager Dr. Luis F. Amberths, Jr., Assistant Supervisor of Accounts Melissa Vanes, and Administrative Clerk Mary Ann Rada

Absent: Suzette DeMarchi, Devon Land, Aaron Melnick, Jaclyn Mongelluzzo,

### **MINUTES**

#### **October 25, 2023 – Regular session**

On a motion by Ms. Edwards-Douglas, seconded by Ms. Brunet-Girone, Trustees moved to approve the minutes from the October 25, 2023, board meeting.

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

### **REPORTS OF ACCOUNTS AND PAYMENTS**

#### **Approval of Financial Reports**

On a motion by Mr. Lombardo, seconded by Ms. Brunet-Girone, Trustees approved the Financial Reports, including the October 2023 Treasurer's Report, invoices scheduled to be paid in December, the Schedule of Accounts, and approval of purchases and donations.

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

#### **Resolution #2023-033 – Approving payment of salaries and benefits to Vineland Public Library employees by the City of Vineland for December 2023**

On a motion by Ms. Edwards-Douglas, seconded by Mr. Lombardo, Trustees approved resolution #2023-033, approving the payment of salaries and benefits to Vineland Public Library employees by the City of Vineland for December 2023.

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

#### **Resolution #2023-034 – Approving payment of expenses to vendors by the City of Vineland for October 2023**

On a motion by Mr. Lombardo, seconded by Ms. Edwards-Douglas, Trustees moved to approve Resolution #2023-034, authorizing the payment of expenses to vendors by the City of Vineland for October 2023.

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

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

### **Personnel Committee**

There were no updates.

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

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

### **Budget Committee**

Ms. Brunet-Girone said the committee will present a preliminary budget for the 2024 calendar year at the December meeting.

### **Solicitor's Report**

Mr. Giebner had nothing new to report.

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

Trustees received a report prepared by Dr. Amberths.

Dr. Amberths said there was a leak in the men's public bathroom stall. Plumbers should have the leak fixed in a day or so.

## **NEW BUSINESS**

### **Approval of the 2024 Board of Trustees meeting schedule**

On a motion by Mr. Mainiero, seconded by Mr. Lombardo, Trustees voted to move the Board of Trustees meetings from Wednesday to Thursday nights beginning January 2024, and to approve the schedule as corrected.

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

### **Approval of the 2024 Holiday Schedule**

On a motion by Mr. Mainiero, seconded by Ms. Randazzo-Dawkins, Trustees approved the 2024 Holiday schedule.

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

## **PUBLIC COMMENT**

On a motion by Mr. Mainiero, seconded by Mr. Lombardo, Trustees moved to open the meeting to public comment. The motion passed.

No one from the public was in attendance.

On a motion by Mr. Mainiero, seconded by Mr. Lombardo, the Trustees moved to close the public comment session of the meeting. The motion passed.

## **ADJOURNMENT**

Mr. Mainiero adjourned the meeting at 5:41 p.m.

*Respectfully submitted,  
Mary Ann Rada, Administrative Clerk*