

VINELAND PUBLIC LIBRARY
BOARD OF TRUSTEES MEETING – MINUTES
October 25, 2023

Board of Trustees Vice President Jaclyn Mongelluzzo 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, Aaron Melnick, Jaclyn Mongelluzzo, Gina Randazzo-Dawkins and Michael Mainiero Also present were Library Counsel Alan Giebner, Business Manager Dr. Luis F. Amberths, Jr. and Administrative Clerk Mary Ann Rada
Absent: Suzette DeMarchi, Devon Land, Anthony Lombardo

MINUTES

September 27, 2023 – Regular session

On a motion by Ms. Edwards-Douglas, seconded by Ms. Brunet-Girone, Trustees moved to approve the minutes from the September 27, 2023, board meeting.

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

REPORTS OF ACCOUNTS AND PAYMENTS

Approval of Financial Reports

On a motion by Ms. Mongelluzzo, seconded by Ms. Edwards-Douglas, Trustees approved the Financial Reports, including the September 2023 Treasurer's Report, invoices scheduled to be paid in November, the Schedule of Accounts, and approval of purchases and donations.

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

Resolution #2023-30 – Approving payment of salaries and benefits to Vineland Public Library employees by the City of Vineland for November 2023

On a motion by Mr. Melnick, seconded by Ms. Mongelluzzo, Trustees approved resolution #2023-030, approving the payment of salaries and benefits to Vineland Public Library employees by the City of Vineland for November 2023.

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

Resolution #2023-031 – Approving payment of expenses to vendors by the City of Vineland for September 2023

On a motion by Ms. Edwards-Douglas, seconded by Ms. Brunet-Girone, Trustees moved to approve Resolution #2023-030, authorizing the payment of expenses to vendors by the City of Vineland for September 2023.

The Administrative Clerk called roll: YEAS: Ms. Brunet-Girone, Ms. Edwards-Douglas, Mr. Melnick, Ms. Mongelluzzo, 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. They received a building report from Melissa Vanes requesting approval of payment to Brewin Flooring for the new carpet in the Community Event Room and Teen Room.

On a motion by Ms. Mongelluzzo, seconded by Ms. Brunet-Girone, the Trustees approved payment to Brewin Flooring in the amount of \$11,500 for new carpeting in the Community Event Room and the Teen Room.

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

Budget Committee

Mr. Mainiero appointed Mr. Melnick to the Budget Committee

Dr. Amberths requested a meeting before the next meeting to review the CY2024 Budget.

Solicitor's Report

Mr. Giebner had nothing new to report.

Business Manager's Report

Trustees received a report prepared by Dr. Amberths.

Dr. Amberths updated the Trustees about the renovations.

- The installers will be delivering the carpet beginning October 26 and store it in the Tripp Room
- Dr. Amberths is requesting permission to close the library to the public beginning November 1.
- On November 1, 2, and 3, staff will prepare the library for carpet installation.
- Curbside pick-up is anticipated to start in the middle of November.

OLD BUSINESS

Resolution #2023-032 – Acceptance of the carpet donation from the Vineland Library Foundation

On a motion by Ms. Edwards-Douglas, seconded by Mr. Melnick, the Trustees accepted the generous donation of new carpeting for the entire library in the amount of \$164,110.00.

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

Approval to close the library to the public beginning November 1

On a motion by Mr. Melnick, seconded by Ms. Edwards-Douglas, Trustees approved the library's closing to the public on November 1 until the building renovations are complete.

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

NEW BUSINESS

Approval to reschedule the November 15 Board meeting to November 29

On a motion by Mr. Melnick, seconded by Ms. Brunet-Girone, the Trustees approved rescheduling the November 15, 2023, Board of Trustees meeting to November 29, 2023. The Administrative Clerk called roll: YEAS: Ms. Brunet-Girone, Ms. Edwards-Douglas, Mr. Melnick, Ms. Mongelluzzo, Ms. Randazzo-Dawkins, and Mr. Mainiero

Approval to accept a flag ornament donation from Vincent Federico

On a motion by Mr. Melnick, seconded by Mr. Mainiero, Trustees accepted a donation of a Statue of Liberty Flag ornament created by Vincent Federico. The Administrative Clerk called roll: YEAS: Ms. Brunet-Girone, Ms. Edwards-Douglas, Mr. Melnick, Ms. Mongelluzzo, Ms. Randazzo-Dawkins, and Mr. Mainiero

Discussion on how to reduce the amount of paper used for the Board meeting packets

Ms. Mongelluzzo said she would like to eliminate the amount of paper used for Board meeting packets.

On a motion made by Mr. Melnick, seconded by Ms. Mongelluzzo, Trustees moved to conserve paper and trees by eliminating copies of reports and documents for each Trustee for Board meetings. Copies will be made available by request to the Administrative Clerk. The motion passed.

PUBLIC COMMENT

On a motion by Ms. Randazzo-Dawkins, seconded by Ms. Mongelluzzo, Trustees moved to open the meeting to public comment. The motion passed.

Eric Rodriguez, Vineland resident and former employer, told Trustees that he was happy the library was moving forward with improvements to the library. He said the FanCon was a huge success.

On a motion by Ms. Edwards-Douglas, seconded by Ms. Mongelluzzo, the Trustees moved to close the public comment session of the meeting. The motion passed.

ADJOURNMENT

Mr. Mainiero adjourned the meeting at 5:58 p.m.

*Respectfully submitted,
Mary Ann Rada, Administrative Clerk*