

**VINELAND PUBLIC LIBRARY
BOARD OF TRUSTEES MEETING – MINUTES
December 20, 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, Devon Land, Arron Melnick, Gina Randazzo-Dawkins and Michael Mainiero Also present were Business Manager Dr. Luis F. Amberths, Jr., Assistant Supervisor of Accounts Melissa Vanes, and Administrative Clerk Mary Ann Rada

Absent: Suzette DeMarchi, Makema Edwards-Douglas, Anthony Lombardo, Jaclyn Mongelluzzo,

MINUTES

November 29, 2023 – Regular session

On a motion by Mr. Melnick, seconded by Ms. Brunet-Girone, Trustees moved to approve the minutes from the November 29, 2023, board meeting.

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

REPORTS OF ACCOUNTS AND PAYMENTS

Approval of Financial Reports

On a motion by Mr. Land, seconded by Mr. Melnick, Trustees approved the Financial Reports, including the November 2023 Treasurer’s Report, invoices scheduled to be paid in January, the Schedule of Accounts, and approval of purchases.

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

Resolution #2023-035 – Approving payment of salaries and benefits to Vineland Public Library employees by the City of Vineland for January 2024

On a motion by Mr. Land, seconded by Ms. Brunet-Girone, Trustees approved resolution #2023-035, 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, Mr. Land, Mr. Melnick, Ms. Randazzo-Dawkins, and Mr. Mainiero

Resolution #2023-036 – Approving payment of expenses to vendors by the City of Vineland for November 2023

On a motion by Mr. Melnick, seconded by Ms. Brunet-Girone, Trustees moved to approve Resolution #2023-036, authorizing the payment of expenses to vendors by the City of Vineland for November 2023.

The Administrative Clerk called roll: YEAS: Ms. Brunet-Girone, Mr. Land, Mr. Melnick, 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.

Trustees received a quote from Sieri Mechanical for an annual HVAC maintenance contract.

On a motion by Mr. Melnick, seconded by Ms. Brunet-Girone, Trustees approved the annual HVAC maintenance contract with Sieri Mechanical for \$6000.

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

Budget Committee

Solicitor's Report

Mr. Giebner was not present.

Business Manager's Report

Trustees received a report prepared by Dr. Amberths.

NEW BUSINESS

Ms. Brunet-Girone proposed that the library lock the front door at 5:00 pm for safety concerns and because staff cannot see who is entering the building. Mr. Melnick said this could be a problem because of fire codes because the exterior front door does not have a panic/push bar to open it. Dr. Amberths said he could look into other options.

Approval of the CY2024 Budget

Ms. Randazzo-Dawkins requested that a resolution be prepared to approve the budget. One will be available at the January meeting.

On a motion by Mr. Melnick, seconded by Ms. Brunet-Girone, Trustees approved the CY24 budget.

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

Resolution #2023-037 Approval of budget line transfers

On a motion made by Ms. Brunet-Girone, seconded by Mr. Mainiero, Trustees approved Resolution #2023-037, approving the budget line transfers that were presented and attached to this resolution.

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

Resolution #2023-038 – Approval of the use of fund balance to pay ABS Welding.

On a motion made by Mr. Melnick, seconded by Mr. Mainiero, Trustees approved Resolution #2023-038, allowing the library to use surplus funds from December 31, 2021, for payment to ABS Welding and Construction for emergency repairs to the library building and grounds.

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

PUBLIC COMMENT

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

Vineland resident and former library security guard Eric Rodrigues said he liked the new carpet.

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

ADJOURNMENT

Mr. Mainiero adjourned the meeting at 5:55 p.m.

*Respectfully submitted,
Mary Ann Rada, Administrative Clerk*