

**VINELAND PUBLIC LIBRARY
BOARD OF TRUSTEES MEETING – MINUTES
February 22, 2024**

Board of Trustees Vice President Jaelyn 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, Suzette DeMarchi, Makema Edwards-Douglas, Devon Land, Anthony Lombardo, Arron Melnick, Jaelyn Mongelluzzo, Gina Randazzo-Dawkins. 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: Michael Mainiero

MINUTES

January 25, 2024 – Regular session

On a motion by Ms. Randazzo-Dawkins, seconded by Ms. DeMarchi, Trustees moved to approve the minutes from the January 22, 2024 board meeting.

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

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 February 2024 Treasurer’s Report, invoices scheduled to be paid in March, the Schedule of Accounts, and approval of purchases.

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

Resolution #2024-007 – Approving payment of salaries and benefits to Vineland Public Library employees by the City of Vineland for March 2024

On a motion by Ms. Brunet-Girone, seconded by Ms. Edwards-Douglas, Trustees approved resolution #2024-007, approving the payment of salaries and benefits to Vineland Public Library employees by the City of Vineland for March 2024.

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

Resolution #2024-008– Approving payment of expenses to vendors by the City of Vineland for January 2024

On a motion by Ms. Edwards-Douglas, seconded by Ms. DeMarchi, Trustees moved to approve Resolution #2024-008, authorizing the payment of expenses to vendors by the City of Vineland for January 2024.

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

UPDATE FROM TRUSTEE COMMITTEES, SOLICITOR AND BUSINESS MANAGER

Personnel Committee

Ms. Brunet reported that the committee met and discussed a shared service agreement with the City. She also reported that another part-time employee had resigned since the last Board meeting. The library will hire two part-time Library Assistants.

Operations/Building and Maintenance Committee

There were no updates.

Budget Committee

There were no updates.

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 that he was copied on an email from City Solicitor Rick Tonetta to the City's CFO, Sue Baldosaro, requesting figures for the City's services for the Library. The Library is waiting for this to be completed and to see what it will cost. He said this cost was not included in the Library's budget and could change its operations. Dr. Amberths said he spoke to the Mayor to discuss different options.

OLD BUSINESS

There was no old business.

NEW BUSINESS

Approval to return an employee to their title Principal Library Assistant

The employee received a Rice notice and asked the trustees to discuss it publicly.

Due to layoffs in 2019, the employee was bumped from the title of Principal Library Assistant to a lower title with a significant pay cut. The employee has continued performing the duties of a Principal Library Assistant.

Trustees requested more information and tabled this motion until the next meeting.

Approval to hire the recommended candidates for part-time Library Assistant positions

On a motion made by Ms. Brunet-Girone, seconded by Ms. DeMarchi, the Trustees approved the hiring of the two candidates recommended by the Business Manager for the library assistant positions.

Approval to hire a full-time Library Assistant

This motion was tabled.

PUBLIC COMMENT

On a motion by Mr. Melnick, seconded by Mr. Lombardo, Trustees moved to open and close the meeting to public comment. There were no members of the public present. The motion passed.

ADJOURNMENT

On a motion made by Mr. Lombardo, seconded by Ms. DeMarchi, Trustees adjourned the meeting. This motion passed.

*Respectfully submitted,
Mary Ann Rada, Administrative Clerk*