

**VINELAND PUBLIC LIBRARY
BOARD OF TRUSTEES MEETING – MINUTES
January 25, 2024**

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, Suzette DeMarchi, Makema Edwards-Douglas, Arron Melnick, 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: Devon Land Anthony Lombardo, Jaclyn Mongelluzzo,

MINUTES

December 20, 2023 – Regular session

On a motion by Ms. Edwards-Douglas, seconded by Mr. Mainiero, Trustees moved to approve the minutes from the December 20, 2023, board meeting.

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

REPORTS OF ACCOUNTS AND PAYMENTS

Approval of Financial Reports

On a motion by Ms. Edwards-Douglas, seconded by Ms. DeMarchi, Trustees approved the Financial Reports, including the January 2024 Treasurer’s Report, invoices scheduled to be paid in February, the Schedule of Accounts, and approval of purchases.

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

Resolution #2024-001– Approving the retention of funds by the City of Vineland for payment of salaries and benefits for Vineland Public Library employees for the year 2024

On a motion by Ms. DeMarchi, seconded by Ms. Brunet-Girone, Trustees approved resolution #2024-001, approving the retention of funds by the City of Vineland for the purpose of salaries and benefits by the City of Vineland on the behalf of the Vineland Public Library for the calendar year 2024.

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

Resolution #2024-002 – Approving payment of salaries and benefits to Vineland Public Library employees by the City of Vineland for February 2024

On a motion by Ms. Brunet-Girone, seconded by Mr. Melnick, Trustees approved resolution #2024-002, approving the payment of salaries and benefits to Vineland Public Library employees by the City of Vineland for February 2024.

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

Resolution #2024-003– Approving payment of expenses to vendors by the City of Vineland for December 2023

On a motion by Ms. Edwards-Douglas, seconded by Ms. DeMarchi, Trustees moved to approve Resolution #2024-003, authorizing the payment of expenses to vendors by the City of Vineland for December 2023.

The Administrative Clerk called roll: YEAS: Ms. Brunet-Girone, Ms. DeMarchi, Ms. Edwards-Douglas, 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

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 asked Trustees to approve the advertising for a PT Library Assistant that became available when a staff resigned. He would prefer someone who was bilingual.

On a motion by Ms. Brunet-Girone, seconded by Ms. DeMarchi, Trustees approved the advertising and hiring of a part-time Library Assistant position for 25 hours per week.

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

OLD BUSINESS

Resolution 2024-004 approving the CY24 Budget

On a motion by Mr. Melnick, seconded by Ms. Brunet-Girone, Trustees approved Resolution #2024-004 approving the budget for calendar year 2024.

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

NEW BUSINESS

Resolution #2024-005 approving banking services for 2024

On a motion made by Ms. Edwards-Douglas, seconded by Ms. Brunet-Girone, Trustees approved Resolution #2024-005, approving the library to do banking business with Ocean First Bank for the calendar year 2024.

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

Resolution #2024-006 – Approving change bags and register amounts

On a motion made by Ms. Brunet-Girone, seconded by Ms. Randazzo-Dawkins, Trustees approve the practice of keeping change bags on site along with the \$81.10 to fund the library’s register for the calendar year 2024.

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

PUBLIC COMMENT

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

Vineland resident and former library security guard Eric Rodrigues said he it was a productive meeting and hopes they continue in that direction through 2024.

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

ADJOURNMENT

Mr. Mainiero adjourned the meeting at 5:50 p.m.

*Respectfully submitted,
Mary Ann Rada, Administrative Clerk*