

VINELAND PUBLIC LIBRARY
BOARD OF TRUSTEES MEETING – MINUTES
April 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, Makema Edwards-Douglas, Anthony Lombardo, Michael Mainiero, 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: Suzette DeMarchi, Devon Land, Aaron Melnick, Jaclyn Mongelluzzo

MINUTES

April 11, 2024 – Regular session

On a motion by Ms. Edwards-Douglas, seconded by Mr. Lombardo, the Trustees moved to approve the minutes from the April 11, 2024, 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. Edwards-Douglas, Trustees approved the Financial Reports, including the March 2024 Treasurer’s Report, invoices scheduled to be paid in May, the Schedule of Accounts, approval of purchases, and acceptance of donations.

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

Resolution #2024-011 – Approving payment of salaries and benefits to Vineland Public Library employees by the City of Vineland for May 2024

On a motion by Mr. Lombardo, seconded by Ms. Randazzo-Dawkins, Trustees approved resolution #2024-011, approving the payment of salaries and benefits to Vineland Public Library employees by the City of Vineland for May 2024.

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

Resolution #2024-012– Approving payment of expenses to vendors by the City of Vineland for March 2024

On a motion by Ms. Brunet-Girone, seconded by Ms. Edwards-Douglas, the Trustees moved to approve Resolution #2024-012, authorizing the City of Vineland to pay expenses to vendors for March 2024.

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 Departments.

Budget Committee

There were no updates.

Solicitor's Report

Mr. Giebner had nothing new to report.

Business Manager's Report

The trustees received a Manager's Report prepared by Dr. Amberths. Dr. Amberths said that the installation of the panic buttons and additional security cameras has been completed.

OLD BUSINESS

There was no old business

NEW BUSINESS

Approval to post and interview for an open full-time Library Assistant position

On a motion by Mr. Lombardo, seconded by Ms. Edwards-Douglas, Trustees approved posting and interviewing for the full-time Library Assistant position.

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

Approval to close the Library on May 29 for staff training

On a motion by Ms. Edwards-Douglas, seconded by Mr. Lombardo, the Trustees approved the closing of the Library on May 29, 2024, for staff training.

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

Other discussions included:

- The projected launch date of the e-sports program is scheduled for the end of June, pending completion of painting, electrical work, and installation. The hours of operation will be according to staff availability and security.
- Ms. Brunet-Girone would like staff who have been cross-trained documented.
- Ms. Brunet-Girone would like an area in the library for a quiet space.
- Ms. Brunet said the Friday ESL class is well attended and very successful.

PUBLIC COMMENT

On a motion by Mr. Lombardo, seconded by Ms. Edwards-Douglas, the Trustees moved to open and close the meeting to public comment. No members of the public were present. The motion passed.

ADJOURNMENT

The trustees adjourned the meeting on a motion by Mr. Lombardo, seconded by Ms. Edwards-Douglas. This motion passed.

*Respectfully submitted,
Mary Ann Rada, Administrative Clerk*