

**VINELAND PUBLIC LIBRARY
BOARD OF TRUSTEES MEETING – MINUTES
May 23, 2024**

Board of Trustees President Michael Mainiero called the meeting to order at 5:34 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, Devon Land, Anthony Lombardo, Michael Mainiero, Aaron Melnick. 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, Jaclyn Mongelluzzo, Gina Randazzo-Dawkins

MINUTES

April 25, 2024 – Regular session

On a motion by Mr. Lombardo, seconded by Ms. Edwards-Douglas, the Trustees moved to approve the minutes from the Board meeting on April 25, 2024.

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

REPORTS OF ACCOUNTS AND PAYMENTS

Approval of Financial Reports

On a motion by Mr. Lombardo, seconded by Mr. Melnick, Trustees approved the Financial Reports, including the April 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. Land, Mr. Lombardo, Mr. Melnick, and Mr. Mainiero

Resolution #2024-013 – Approving payment of salaries and benefits to Vineland Public Library employees by the City of Vineland for June 2024

On a motion by Mr. Melnick, seconded by Ms. Brunet-Girone, Trustees approved resolution #2024-013, approving the payment of salaries and benefits to Vineland Public Library employees by the City of Vineland for June 2024.

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

Resolution #2024-014– Approving payment of expenses to vendors by the City of Vineland for April 2024

On a motion by Mr. Lombardo, seconded by Mr. Land, the Trustees moved to approve Resolution #2024-014, authorizing the City of Vineland to pay expenses to vendors for April 2024.

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

The Trustees were presented with a building report and a quote from Conserva Irrigation of South Jersey for repairs to the sprinkling system.

On a motion by Mr. Lombardo, seconded by Mr. Melnick, the Trustees approved the Conserva Irrigation of South Jersey quote for \$1125.00.

The Administrative Clerk called roll: YEAS: Ms. Edwards-Douglas, Mr. Land, Mr. Lombardo, Mr. Melnick, and Mr. Mainiero – ABSTAIN: Ms. Brunet-Girone

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 the painting in the E-Sports room is complete. The data lines are being installed, and one of the large TVs has been delivered.

Ms. Brunet-Girone has concerns about safety and security in E-sports and would like a policy with rules and regulations established and put in writing.

OLD BUSINESS

There was no old business

NEW BUSINESS

Resolution #2024-015 Approving Ford-Scott & Associates to audit the Library for the CY2023

On a motion by Ms. Edwards-Douglas, seconded by Ms. Brunet-Girone, Trustees approved Vineland Library's CY2023 Audit to be performed by Ford-Scott & Associates for \$9000.00.

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

Approval to close the Library on Saturdays from June 29 – August 31

Dr. Amberths explained that operating the library on Saturdays during the summer would be difficult due to staff shortages. The patron traffic on Saturdays slows down during the summer.

On a motion by Mr. Mainiero, seconded by Mr. Lombardo, Trustees approved to close the Library on Saturdays from June 29 – August 31, 2024.

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

Approve hiring the recommended candidate for the full-time Library Assistant position

On a motion by Ms. Edwards-Douglas, seconded by Mr. Land, the Trustees approved the recommended candidate for the full-time Library Assistant position.

The Administrative Clerk called roll: YEAS: Ms. Edwards-Douglas, Mr. Land, Mr. Lombardo, Mr. Melnick, and Mr. Mainiero – ABSTAIN: Ms. Brunet-Girone

Approve posting and interviewing for three part-time Library Assistants

On a motion by Mr. Land, seconded by Mr. Lombardo, Trustees approved the posting and interviewing positions for three part-time Library Assistants.

The Administrative Clerk called roll: YEAS: Ms. Edwards-Douglas, Mr. Land, Mr. Lombardo, Mr. Melnick, and Mr. Mainiero – ABSTAIN: Ms. Brunet-Girone

Approval of new lease contract for a Xerox Copier in Administration

On a motion by Ms. Edwards-Douglas, seconded by Mr. Lombardo, the Trustees approved the new lease contract with Stewart Industries for the Xerox copier in Administration.

The Administrative Clerk called roll: YEAS: Ms. Edwards-Douglas, Mr. Land, Mr. Lombardo, Mr. Melnick, and Mr. Mainiero – ABSTAIN: Ms. Brunet-Girone

PUBLIC COMMENT

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

ADJOURNMENT

Trustees adjourned the meeting at 5:57 pm.

*Respectfully submitted,
Mary Ann Rada, Administrative Clerk*