

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

MINUTES

June 27, 2024 – Regular session

On a motion by Ms. Edwards-Douglas, seconded by Mr. Melnick, the Trustees moved to approve the minutes from the Board meeting on June 27, 2024.

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

REPORTS OF ACCOUNTS AND PAYMENTS

Approval of Financial Reports

On a motion by Mr. Melnick, seconded by Mr. Land, Trustees approved the Financial Reports, including the June 2024 Treasurer’s Report, invoices scheduled to be paid in July, the Schedule of Accounts, and approval of purchases.

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

Resolution #2024-018 – Approving payment of salaries and benefits to Vineland Public Library employees by the City of Vineland for August 2024

On a motion by Mr. Land, seconded by Mr. Mainiero, Trustees approved resolution #2024-018, approving the payment of salaries and benefits to Vineland Public Library employees by the City of Vineland for August 2024.

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

Resolution #2024-019– Approving payment of expenses to vendors by the City of Vineland for June 2024

On a motion by Mr. Melnick, seconded by Mr. Mainiero, the Trustees moved to approve Resolution #2024-017, authorizing the City of Vineland to pay expenses to vendors for May 2024.

The Administrative Clerk called roll: YEAS: Ms. Edwards-Douglas, 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 Departments.

Ms. Vanes presented a quote from Johnson Controls for performing the fire alarm inspection.

On a motion by Mr. Mainiero, seconded by Mr. Melnick, the trustees approved Johnson Controls' quote of \$2707.05 for the fire alarm test and inspection.

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

Budget Committee

Dr. Amberths said he has started working on the draft 2025 budget and is requesting a meeting with the Budget Committee to review it.

Solicitor's Report

Mr. Giebner had nothing to report.

Business Manager's Report

The trustees received a Manager's Report prepared by Dr. Amberths.

There was a discussion about the rain garden in front of the Library. It has become overgrown and unattractive. Mr. Melnick volunteered to contact someone for suggestions to keep it maintained and looking attractive.

The Friends of the Library are creating a logo for their organization and would like to use the art in the Library's logo.

On a motion by Mr. Melnick, seconded by Ms. Edwards-Douglas, the Trustees approved the Friends' use of the art from the Library's logo for their logo. The motion passed.

Dr. Amberths requests Board approval to obtain the Library's email and website through the NJ State Library. He said that because the Library is a municipality the service would be free. He is recommending the switch because there have been issues that have arisen over the last couple of years. He told Trustees he hasn't been able to create email addresses for new employees because the account is at its limit. Dr. Amberths explained that two years in a row the Library has experienced interruption of email service for two to three weeks because of billing issues with Go Daddy. Trustees tabled this matter until Mr. Melnick can speak with Anthony Quigley, Head of Information Services.

NEW BUSINESS

Approve hiring for a part-time library assistant position from the last round of interviews.

On a motion by Mr. Mainiero, seconded by Mr. Melnick, Trustees moved to approve hiring a new part-time Library Assistant from the recent interviews to replace an employee who resigned. The Administrative Clerk called roll: YEAS: Ms. Edwards-Douglas, Mr. Land, Mr. Melnick, Ms. Randazzo-Dawkins, and Mr. Mainiero

PUBLIC COMMENT

No one from the public was present.

ADJOURNMENT

Trustees adjourned the meeting at 6:05 p.m.

Respectfully submitted by

Mary Ann Rada, Administrative Clerk