

**VINELAND PUBLIC LIBRARY
BOARD OF TRUSTEES MEETING – MINUTES
August 22, 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, Devon Land, 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, Aaron Melnick, Jaclyn Mongelluzzo

MINUTES

July 25, 2024 – Regular session

On a motion by Ms. Randazzo-Dawkins, seconded by Mr. Brunet-Girone, the Trustees moved to approve the minutes from the Board meeting on July 25, 2024.

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

REPORTS OF ACCOUNTS AND PAYMENTS

Approval of Financial Reports

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

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

Resolution #2024-020 – Approving payment of salaries and benefits to Vineland Public Library employees by the City of Vineland for September 2024

On a motion by Mr. Lombardo, seconded by Mr. Land, Trustees approved resolution #2024-020, approving the payment of salaries and benefits to Vineland Public Library employees by the City of Vineland for September 2024.

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

Resolution #2024-021– Approving payment of expenses to vendors by the City of Vineland for July 2024

On a motion by Mr. Mainiero, seconded by Ms. Edwards-Douglas, the Trustees moved to approve Resolution #2024-021, authorizing the City of Vineland to pay expenses to vendors for July 2024.

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

UPDATE FROM TRUSTEE COMMITTEES, SOLICITOR AND BUSINESS MANAGER

Personnel Committee

Ms. Brunet-Girone said the committee met, and Dr. Amberths reminded them that the Union Contract will expire at the end of next year. He will provide copies of the contract to the Trustees before negotiations begin.

Operations/Building and Maintenance Committee

Ms. Randazzo-Dawkins said she met with Dr. Amberths, and they discussed the budget and the Union Contract. Most of the conversation was on the progress of the e-sports program. Dr. Amberths shared the rules, regulations, and permission forms for participants with her.

Budget Committee

Ms. Brunet-Girone said she met with Dr. Amberths to review the draft 2025 budget. They did a total employee cost analysis for 2025. At this time, there are 21 employees and two student assistants.

Solicitor's Report

Mr. Giebner was not present at the meeting.

Business Manager's Report

Trustees received a Business Manager's report prepared by Dr. Amberths.

Dr. Amberths highlighted that the Children's summer programs were very popular and so well attended that there were waiting lists to sign up. He said it is very obvious that the library has been getting busier.

OLD BUSINESS

Approve recommended candidate for the open part-time Library Assistant position

On a motion by Mr. Mainiero, seconded by Ms. Brunet-Girone, Trustees approved the hiring of the recommended candidate for the part-time Library Assistant position

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

Update on the rain garden

Dr. Amberths read an email from Aaron Melnick. Mr. Melnick spoke with Mr. Pedersen, one of the people in charge of the rain gardens in Vineland. He invited Mr. Pedersen to the next meeting to explain the purpose of the garden and how it can be maintained.

Approval to use the NJ State Library's email and website service

According to an email from Mr. Melnick, conversations with the IS department director are ongoing. Trustees tabled this item of business until the next meeting.

NEW BUSINESS

Approve closing the library on Friday, October 4, and Saturday, October 5, for FanCon

On a motion by Mr. Mainiero, seconded by Ms. Brunet-Girone, Trustees approved closing the library on Friday, October 4, and Saturday, October 5, for the FanCon event.

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

PUBLIC COMMENT

No one from the public was present.

ADJOURNMENT

Trustees adjourned the meeting at 6:10 p.m.

*Respectfully submitted by
Mary Ann Rada, Administrative Clerk*