

**VINELAND PUBLIC LIBRARY
BOARD OF TRUSTEES MEETING – MINUTES
November 26, 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.

Present: Janice Brunet-Girone, Suzette DeMarchi, Makema Edwards-Douglas, Devon Land, Anthony Lombardo, Michael Mainiero, and 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: Aaron Melnick, Jaclyn Mongelluzzo

MINUTES

September 26, 2024 – Regular session

On a motion by Makema Edwards-Douglas, seconded by Ms. DeMarchi, the Trustees moved to approve the minutes from the Board meeting on September 26, 2024.

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

REPORTS OF ACCOUNTS AND PAYMENTS

Approval of Financial Reports

On a motion by Mr. Mainiero, seconded by Mr. Lombardo, Trustees approved the Financial Reports, including the September and October 2024 Treasurer’s Report, invoices scheduled to be paid in October and November, the Schedule of Accounts, acceptance of donations, and approval of purchases.

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

Resolution #2024-025 – Approving payment of salaries and benefits to Vineland Public Library employees by the City of Vineland for November 2024

On a motion by Ms. Edwards-Douglas, seconded by Ms. Brunet-Girone, Trustees approved resolution #2024-025, approving the payment of salaries and benefits to Vineland Public Library employees by the City of Vineland for November 2024.

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

Resolution #2024-026– Approving payment of expenses to vendors by the City of Vineland for September 2024

On a motion by Mr. Mainiero, seconded by Ms. DeMarchi, the Trustees moved to approve Resolution #2024-026, authorizing the City of Vineland to pay expenses to vendors for September 2024.

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

Resolution #2024-027 – Approving payment of salaries and benefits to Vineland Public Library employees by the City of Vineland for December 2024

On a motion by Mr. Lombardo, seconded by Ms. Brunet-Girone, Trustees approved resolution #2024-027, approving the payment of salaries and benefits to Vineland Public Library employees by the City of Vineland for December 2024.

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

Resolution #2024-028– Approving payment of expenses to vendors by the City of Vineland for October 2024

On a motion by Mr. Lombardo, seconded by Ms. DeMarchi, the Trustees moved to approve Resolution #2024-028, authorizing the City of Vineland to pay expenses to vendors for October 2024.

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

**UPDATE FROM TRUSTEE COMMITTEES, SOLICITOR AND BUSINESS MANAGER
Personnel Committee**

The committee had nothing to report.

Operations/Building and Maintenance Committee

Trustees received reports from the Reference, Circulation, and Children’s Departments. Melissa Vanes prepared a building report. It included a quote from Elmer Door to replace the front door and Babbitt Manufacturing Company for gutter guards.

On a motion by Mr. Mainiero, seconded by Ms. DeMarchi, Trustees approved the quote from Elmer Door for \$7,788 to replace the front doors with doors with a panic/exit device.

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

On a motion by Ms. Edwards-Douglas, seconded by Ms. Brunet-Girone, Trustees approved the quote from Babbitt Manufacturing Company for \$7500 to install leaf guards for gutters.

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

Budget Committee

The committee had nothing to report.

Solicitor’s Report

Mr. Giebner had nothing to report.

Business Manager's Report

Trustees received a Business Manager's report from Dr. Amberths. Dr. Amberths updated Trustees on the E-Sports. He said he met with IS Director Anthony Quigley about the delays. Mr. Quigley explained that the wrong parts for the server were delivered but that new parts had been ordered and that they would be installed shortly.

NEW BUSINESS

Nominations and Election of Officers

Mr. Mainiero will email Trustees with his appointments to the Nomination Committee. Trustees agreed that the election of officers would be held at the December meeting.

Approval of the 2025 Holiday Calendar

On a motion by Ms. Edwards-Douglas, seconded by Mr. Mainiero, the Trustees approved the 2025 Holiday Calendar.

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

Approval of the 2025 Board of Trustees meeting schedule

On a motion by Ms. Edwards-Douglas, seconded by Mr. Mainiero, the Trustees approved the 2025 Board of Trustees meeting schedule.

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

PUBLIC COMMENT

No one from the public was present.

ADJOURNMENT

Mr. Mainiero adjourned the meeting at 5:53

*Respectfully submitted by
Mary Ann Rada, Administrative Clerk*