

VINELAND PUBLIC LIBRARY
BOARD OF TRUSTEES MEETING – MINUTES
January 30, 2025

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: Suzette DeMarchi, Makema Edwards-Douglas, Dr. Theresa Fabrizio, Anthony Lombardo, Michael Mainiero, Jaclyn Mongelluzzo, and Gina Randazzo-Dawkins (via Zoom). 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, Aaron Melnick

OATH OF OFFICE

Library Counsel Alan Giebner swore in a new Trustee, Dr. Theresa Fabrizio

MINUTES

December 19, 2024 – Regular session

On a motion by Makema Edwards-Douglas, seconded by Ms. Mongelluzzo, the Trustees moved to approve the minutes from the Board meeting on December 19, 2024.

Administrative Clerk called roll: YEAS: Ms. DeMarchi, Ms. Edwards-Douglas, Mr. Lombardo, Ms. Mongelluzzo, Ms. Randazzo-Dawkins, and Mr. Mainiero ABSTAIN: Dr. Fabrizio,

December 19, 2024 – Executive session

Tabled until the next meeting.

REPORTS OF ACCOUNTS AND PAYMENTS

Approval of Financial Reports

On a motion by Ms. Mongelluzzo, seconded by Ms. DeMarchi, Trustees approved the Financial Reports, including the December 2024 Treasurer's Report, invoices scheduled to be paid in February 2025, the Schedule of Accounts, and approval of purchases.

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

Resolution #2025-001 – Approving the retention of funds of the City of Vineland for payment of salaries and benefits for the year 2025

On a motion by Ms. Mongelluzzo, seconded by Ms. Edwards-Douglas, Trustees approved resolution #2025-001 authorizing the retention of funds by the City of Vineland for payment of salaries and benefits by the City of Vineland on behalf of the Vineland Public Library

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

Resolution #2025-002 – Approving payment of salaries and benefits to Vineland Public Library employees by the City of Vineland for February 2025

On a motion by Mr. Lombardo, seconded by Ms. Edwards-Douglas, Trustees approved resolution #2025-002, approving the payment of salaries and benefits to Vineland Public Library employees by the City of Vineland for February 2025.

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

UPDATE FROM TRUSTEE COMMITTEES, SOLICITOR AND BUSINESS MANAGER Personnel Committee

Mr. Mainiero appointed Dr. Fabrizio to the Personnel Committee.

Operations/Building and Maintenance Committee

Trustees received reports from the Library departments.

Budget Committee

The committee had nothing to report.

Negotiating Committee

Nothing new to report.

Solicitor's Report

Mr. Giebner had nothing to report.

Business Manager's Report

Trustees received a monthly report prepared by Dr. Amberths.

NEW BUSINESS

Resolution #2025-003 Resolution to continue receiving banking services from Ocean First Bank during the calendar year 2025

On a motion by Ms. Edwards-Douglas, seconded by Ms. DeMarchi, the Trustees approved Resolution #2025-003, approving the Library to continue using Ocean First Bank for banking services in the calendar year 2025.

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

Resolution #2025-004 – Approving retention of cash change bags

On a motion by Mr. Lombardo, seconded by Ms. Mongelluzzo, Trustees approved Resolution #2025-004, with a correction to the year in the 3rd paragraph, authorizing the Library to continue the practice of keeping change bags in the amounts of \$100; and \$125 on-site along with the \$81.10 to fund the Library's register for calendar year 2025

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

Approval to advertise and interview for a part-time Security Guard

On a motion by Ms. Edwards-Douglas, seconded by Ms. DeMarchi, the Trustees approved hiring a part-time Security Guard to work 20 hours per week.

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

PUBLIC COMMENT

The trustees moved to open and close the meeting to public comment on a motion by Mr. Lombardo, seconded by Ms. Mongelluzzo. The motion passed. Kindly,

ADJOURNMENT

Mr. Mainiero adjourned the meeting at 5:53

*Respectfully submitted by
Mary Ann Rada, Administrative Clerk*