

**VINELAND PUBLIC LIBRARY  
BOARD OF TRUSTEES MEETING – MINUTES  
August 25, 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.

**ROLL CALL**

**Present:** Janet Brunet-Girone, Suzette DeMarchi, Dr. Theresa Fabrizio, Jennifer Hainley, Michael Mainiero, Aaron Melnick Jaclyn Mongelluzzo. Also present were Library Council Alan Giebner, Business Manager Dr. Luis F. Amberths, Jr., Assistant Supervisor of Accounts Melissa Vanes, Administrative Clerk Mary Ann Rada, and members of the public

**Absent:** Makema Edwards-Douglas, Anthony Lombardo

**MINUTES**

**July 24, 2025 – Regular session**

On a motion by Ms. Hainley, seconded by Ms. Brunet-Girone, the Trustees moved to approve the minutes from the Board meeting on July 24, 2025.

The Administrative Clerk called roll: YEAS: Ms. Brunet-Girone, Ms. DeMarchi, Dr. Fabrizio, Ms. Hainley, Mr. Melnick, Ms. Mongelluzzo, and Mr. Mainiero

**REPORTS OF ACCOUNTS AND PAYMENTS**

**Approval of Financial Reports**

On a motion by Ms. Mongelluzzo, seconded by Mr. Melnick, the Trustees approved the Financial Reports, including the July 2025 Treasurer's Report, invoices scheduled to be paid in September 2025, the Schedule of Accounts, approval of purchases, and acceptance of donated monies.

The Administrative Clerk called roll: YEAS: Ms. Brunet-Girone, Ms. DeMarchi, Dr. Fabrizio, Ms. Hainley, Mr. Melnick, Ms. Mongelluzzo, and Mr. Mainiero

**Resolution #2025-018 – Approving payment of salaries and benefits to Vineland Public Library employees by the City of Vineland for September 2025**

On a motion by Mr. Melnick, seconded by Ms. DeMarchi, the Trustees approved resolution #2025-018, approving the City of Vineland's payment of salaries and benefits to Vineland Public Library employees for September 2025.

The Administrative Clerk called roll: YEAS: Ms. Brunet-Girone, Ms. DeMarchi, Dr. Fabrizio, Ms. Hainley, Mr. Melnick, Ms. Mongelluzzo, and Mr. Mainiero

**Resolution #2025-019 – Approving payment of expenses to vendors by the City of Vineland for July 2025**

On a motion by Ms. Mongelluzzo, seconded by Ms. Hainley, the Trustees moved to approve Resolution #2025-019, authorizing the City of Vineland to pay expenses to vendors for July 2025.

The Administrative Clerk called roll: YEAS: Ms. Brunet-Girone, Ms. DeMarchi, Dr. Fabrizio, Ms. Hainley, Mr. Melnick, Ms. Mongelluzzo, 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 Children's Department, Reference Department, and the Circulation Department.

Ms. Vanes presented a quote from Johnson Controls for fire alarm inspections.

On a motion by Mr. Melnick, seconded by Mr. Mainiero, the Trustees approved the \$3000 quote from Johnson Controls for the 2026 fire alarm inspections.

The Administrative Clerk called roll: YEAS: Ms. Brunet-Girone, Ms. DeMarchi, Dr. Fabrizio, Ms. Hainley, Mr. Melnick, Ms. Mongelluzzo, and Mr. Mainiero

### **Budget Committee**

The committee had nothing to report.

### **Negotiating Committee**

The committee had nothing to report.

### **Solicitor's Report**

Mr. Giebner had nothing to report.

### **Business Manager's Report**

The trustees received a report prepared by Dr. Amberths.

Dr. Amberths told Trustees that the negotiating committee will meet again either September 6 or 7. He said that Vineland Library receives 80% of the Circulation among the three libraries in the consortium.

## **NEW BUSINESS**

### **Approve hiring the recommended candidates for part-time Library Assistants**

On a motion by Mr. Melnick, seconded by Ms. Fabrizio, Trustees approved the recommended candidates for the part-time Library Assistant positions.

The Administrative Clerk called roll: YEAS: Ms. Brunet-Girone, Ms. DeMarchi, Dr. Fabrizio, Ms. Hainley, Mr. Melnick, Ms. Mongelluzzo, and Mr. Mainiero

### **Approve hiring the recommended candidate for the part-time Custodial Worker position.**

On a motion by Mr. Melnick, seconded by Ms. Fabrizio, Trustees approved the recommended candidate for the part-time Custodial Worker position.

The Administrative Clerk called roll: YEAS: Ms. Brunet-Girone, Ms. DeMarchi, Dr. Fabrizio, Ms. Hainley, Mr. Melnick, Ms. Mongelluzzo, and Mr. Mainiero

### **Approve closing the Library on October 4th and 5th**

On a motion by Ms. DeMarchi, seconded by Ms. Brunet-Girone, Trustees approved closing the Library on September 4 and September 5 for the annual FanCon Event.

The Administrative Clerk called roll: YEAS: Ms. Brunet-Girone, Ms. DeMarchi, Dr. Fabrizio, Ms. Hainley, Mr. Melnick, Ms. Mongelluzzo, and Mr. Mainiero

**Approve amending the Meeting Room Policy**

This business item was tabled.

**Resolution 2025-020 Approval to adopt a policy for claimant signatures**

On a motion by Mr. Melnick, seconded by Ms. Mongelluzzo, Trustees accepted Resolution 2025-020, approving a policy where the Vineland Public Library shall follow the City of Vineland Ordinance 1048, Chapter 19, that sets procedures for the approval of claims against the Vineland Public Library for bills and reimbursements.

The Administrative Clerk called roll: YEAS: Ms. Brunet-Girone, Ms. DeMarchi, Dr. Fabrizio, Ms. Hainley, Mr. Melnick, Ms. Mongelluzzo, and Mr. Mainiero

**Teen Lock In – Friday, October 17, from 6-10 p.m.**

On a motion by Ms. Fabrizio, seconded by Ms. Mongelluzzo, Trustees approved to hold a Teen Lock-In program after Library hours on Friday, October 17, from 6:00 to 10:00 p.m.

The Administrative Clerk called roll: YEAS: Ms. Brunet-Girone, Ms. DeMarchi, Dr. Fabrizio, Ms. Hainley, Mr. Melnick, Ms. Mongelluzzo, and Mr. Mainiero

**PUBLIC COMMENT**

The trustees moved to open the meeting to public comment on a motion made by Mr. Mainiero, seconded by Ms. Hainley. The motion passed.

A Vineland resident expressed her appreciation for the library and the resources it provides to the community. She wanted to know if the Trustees were considering changing the meeting room policy regarding who can use the room. She was concerned about a nonpartisan political group that was denied use of the community room. Dr. Amberths explained that the denial was because there were claims on Social Media indicating there would be protests. He didn't feel it would be a suitable environment for children who were participating in a program at the same time.

On a motion by Mr. Mainiero, seconded by Ms. Hainley, Trustees moved to close the meeting to public comment. The motion passed.

**ADJOURNMENT**

The meeting adjourned at 5:49 p.m.

*Respectfully submitted by  
Mary Ann Rada, Administrative Clerk*