

**VINELAND PUBLIC LIBRARY  
BOARD OF TRUSTEES MEETING – MINUTES**

**December 18, 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:** Suzette DeMarchi, Makema Edwards-Douglas, Dr. Theresa Fabrizio, Anthony Lombardo, Michael Mainiero, Aaron Melnick. Also present were Business Manager Dr. Luis F. Amberths, Jr., Assistant Supervisor of Accounts Melissa Vanes, Administrative Clerk Mary Ann Rada, and Friends of the Library Secretary Patrice Taylor

**Absent:** Janice Brunet-Girone, Jennifer Hainley, Jaclyn Mongelluzzo

**MINUTES**

**November 20, 2025 – Regular session**

On a motion made by Ms. Edwards-Douglas and seconded by Dr. DeMarchi, Trustees approved the minutes of the Board meeting on November 20, 2025.

The Administrative Clerk called roll: YEAS: Ms. DeMarchi, Ms. Edwards-Douglas, Dr. Fabrizio, Mr. Lombardo, Mr. Melnick, and Michael Mainiero

**REPORTS OF ACCOUNTS AND PAYMENTS**

**Approval of Financial Reports**

On a motion made by Mr. Melnick and seconded by Ms. Edwards-Douglas, Trustees approved the Financial Reports, including the November 2025 Treasurer's Report, invoices scheduled to be paid in January 2026, the Schedule of Accounts, approval of purchases, and acceptance of donated monies.

The Administrative Clerk called roll: YEAS: Ms. DeMarchi, Ms. Edwards-Douglas, Dr. Fabrizio, Mr. Lombardo, Mr. Melnick, and Michael Mainiero

**Resolution #2025-029 – Approving payment of salaries and benefits to Vineland Public Library employees by the City of Vineland for January 2026**

On a motion by Ms. Edwards-Douglas, seconded by Mr. Lombardo, Trustees approved resolution #2025-029, approving the payment of salaries and benefits to Vineland Public Library employees by the City of Vineland for January 2026.

The Administrative Clerk called roll: YEAS: Ms. DeMarchi, Ms. Edwards-Douglas, Dr. Fabrizio, Mr. Lombardo, Mr. Melnick, and Michael Mainiero

**Resolution #2025-030 – Approving payment of expenses to vendors by the City of Vineland for November 2025**

On a motion made by Dr. Fabrizio and seconded by Mr. Melnick, Trustees approved resolution #2025-030 authorizing the City of Vineland to pay expenses to vendors for November 2025.

The Administrative Clerk called roll: YEAS: Ms. DeMarchi, Ms. Edwards-Douglas, Dr. Fabrizio, Mr. Lombardo, Mr. Melnick, and Michael 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, Circulation, and Reference Departments. They also received a building report on recent repairs.

**Budget Committee**

The Budget Committee met to review the CY26 budget. A spreadsheet of the budget was shared with Trustees.

**Business Manager's Report**

Dr. Amberths apologized for not having his report ready for the meeting but said he would send it to the Trustees the next day. He asked the Trustees to review an email he had shared with them regarding the Foundation.

**EXECUTIVE SESSION**

**Resolution #2025-033 - Authorizing the Board to go into Executive Session**

On a motion made by Mr. Melnick and seconded by Ms. Edwards-Douglas, Trustees approved Resolution #2025-033 authorizing the Board to enter executive session to discuss the Business Manager’s Contract Agreement.

The Administrative Clerk called roll: YEAS: Ms. DeMarchi, Ms. Edwards-Douglas, Dr. Fabrizio, Mr. Lombardo, Mr. Melnick, and Michael Mainiero

On a motion by Ms. DeMarchi, seconded by Mr. Lombardo, Trustees moved to exit the executive session and re-enter the regular session, where action may be taken. The motion passed unanimously.

**NEW BUSINESS**

**Resolution # 2025-034 – Approval of the Business Manager’s Contract**

On a motion made by Dr. Fabrizio, seconded by Ms. DeMarchi, Trustees approved Resolution #2025-034, approving the terms of the employment agreement between the Business Manager and the Vineland Public Library; and authorizing the Board President to execute the agreement on behalf of the Board of Trustees.

The Administrative Clerk called roll: YEAS: Ms. DeMarchi, Ms. Edwards-Douglas, Dr. Fabrizio, Mr. Lombardo, Mr. Melnick, and Michael Mainiero

**Approval of the CY2026 Budget**

On a motion made by Mr. Melnick and seconded by Mr. Lombardo, the Trustees approved the CY2026 budget.

The Administrative Clerk called roll: YEAS: Ms. DeMarchi, Ms. Edwards-Douglas, Dr. Fabrizio, Mr. Lombardo, Mr. Melnick, and Michael Mainiero

**Resolution # 2025-035 – Approval of budget line transfers**

On a motion made by Ms. Edwards-Douglas and seconded by Mr. Lombardo, the Trustees approved Resolution #2025-035, which approves the 2025 budget line transfers as set forth in the attached spreadsheet.

The Administrative Clerk called roll: YEAS: Ms. DeMarchi, Ms. Edwards-Douglas, Dr. Fabrizio, Mr. Lombardo, Mr. Melnick, and Michael Mainiero

**PUBLIC COMMENT**

On a motion made by Mr. Mainiero and seconded by Mr. Melnick, the Trustees opened the public comment session of the meeting. The motion passed.

Patrice Taylor, Friends of the Library Secretary, provided Trustees with information about the Mini Golf Fundraiser, to be held on January 30 and 31 at the Library. She asked the Trustees to help promote the event. She said last year’s event had 175 attendees and that they hoped to reach 200. She also gave each Trustee two tickets to attend the fundraiser.

The Trustees moved to close the public comment session of the meeting on a motion made by Ms. Edwards-Douglas, seconded by Mr. Mainiero. The motion passed.

**ADJOURNMENT**

The meeting adjourned at 5:55 p.m.

*Respectfully submitted by  
Mary Ann Rada, Administrative Clerk*