

**VINELAND PUBLIC LIBRARY
BOARD OF TRUSTEES MEETING – MINUTES
March 26, 2026**

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.

New Trustee Jessica Lucena-Muniz was sworn in by Library Counsel Stephen Barse.

ROLL CALL

Present: Janice Brunet-Girone, Suzette DeMarchi, Makema Edwards-Douglas, Dr. Theresa Fabrizio, Jessica Lucena-Muniz, Michael Mainiero, Jaclyn Mongelluzzo. Also present were Business Manager Dr. Luis F. Amberths, Jr., Assistant Supervisor of Accounts Melissa Vanes, Administrative Clerk Mary Ann Rada, and Library Counsel Stephen Barse

Absent: Jennifer Hainley, Aaron Melnick

MINUTES

January 22, 2026 – Regular Session

On a motion made by Ms. Edwards-Douglas and seconded by Ms. DeMarchi, Trustees approved the minutes of the regular session of the Board meeting on January 22, 2026.

The Administrative Clerk called roll: YEAS: Ms. Edwards-Douglas, Dr. Fabrizio, Ms. DeMarchi, and Mr. Mainiero; ABSTAIN: Ms. Brunet-Girone, Ms. Lucena-Muniz, Ms. Mongelluzzo

January 22, 2026 – Executive Session

On a motion made by Dr. Fabrizio and seconded by Ms. Edwards-Douglas, Trustees approved the minutes of the executive session of the Board meeting on January 22, 2026.

The Administrative Clerk called roll: YEAS: Ms. DeMarchi, Ms. Edwards-Douglas, Dr. Fabrizio, and Mr. Mainiero; ABSTAIN: Ms. Brunet-Girone, Ms. Lucena-Muniz, Ms. Mongelluzzo

REPORTS OF ACCOUNTS AND PAYMENTS

On a motion made by Dr. Fabrizio and seconded by Ms. DeMarchi, Trustees approved:

1. Treasurer's Reports from December 2025, January 2026, and February 2026
2. Invoices scheduled to be paid in March and April 2026
3. Schedule of Accounts for February and March
4. Request for purchases
5. Donations for January and February

The Administrative Clerk called roll: YEAS: Ms. Brunet-Girone, Ms. DeMarchi, Ms. Edwards-Douglas, Dr. Fabrizio, Ms. Lucena-Muniz, Ms. Mongelluzzo, and Mr. Mainiero

Resolution #2026-007 and Resolution #2026-010 approving the retention of funds by the City of Vineland for payment of salaries and benefits for Vineland Public Library employees for March and April 2026

On a motion by Ms. Edwards-Douglas, seconded by Dr. Fabrizio, Trustees approved Resolution #2026-007 and Resolution #2026-010 approving the retention of funds by the City of Vineland to be used for payment of salaries and benefits for Vineland Public Library employees for March and April 2026

The Administrative Clerk called roll: YEAS: Ms. Brunet-Girone, Ms. DeMarchi, Ms. Edwards-Douglas, Dr. Fabrizio, Ms. Lucena-Muniz, Ms. Mongelluzzo, and Mr. Mainiero

Resolution # 2026 – 008 and Resolution #2026-011 approval of payments of expenses to vendors by the City of Vineland for January and February 2026

On a motion by Dr. Fabrizio, seconded by Ms. Edwards-Douglas, Trustees approved Resolutions #2026-008 and #2026-011 for payments of expenses to vendors by the City of Vineland for January and February 2026.

The Administrative Clerk called roll: YEAS: Ms. Brunet-Girone, Ms. DeMarchi, Ms. Edwards-Douglas, Dr. Fabrizio, Ms. Lucena-Muniz, Ms. Mongelluzzo, and Mr. Mainiero

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

No report from the Personnel Committee.

Operations/Building and Maintenance Committee

Trustees received reports from the Children's, Circulation, and Reference Departments.

Budget Committee

No report from the Budget Committee.

Solicitor's Report

No report from Library Counsel.

Business Manager's Report

Trustees received a Business Manager's report prepared by Dr. Amberths. Dr. Amberths said the library had been without email for several days due to a payment lapse by the City's Finance Department. He told Trustees that the café's opening has been delayed because electrical work needed to be completed.

NEW BUSINESS

Nomination of Treasurer

Mr. Mainiero appointed Ms. Lucena-Muniz as Treasurer. Ms. Lucena-Muniz has had years of experience working in the financial industry with TD Bank, N.A., East Coast.

Resolution # 2026-009 Approving Ford-Scott & Associates, LLC to perform a 2025 audit for the Vineland Public Library.

On a motion made by Ms. Edwards-Douglas, seconded by Mr. Mainiero, Trustees approved the quote from Ford-Scott & Associates, LLC, in the amount of \$9000 for the 2025 audit.

The Administrative Clerk called roll: YEAS: Ms. Brunet-Girone, Ms. DeMarchi, Ms. Edwards-Douglas, Dr. Fabrizio, Ms. Lucena-Muniz, Ms. Mongelluzzo, and Mr. Mainiero

Approval to hold the Friends of the Library Craft Show and Book Sale on May 2

On a motion made by Dr. Fabrizio and seconded by Ms. DeMarchi, Trustees approved the Craft Show and Book Sale held by the Friends of the Library on Saturday, May 2, and approved the library to remain open until 4:00 p.m. that day.

The Administrative Clerk called roll: YEAS: Ms. Brunet-Girone, Ms. DeMarchi, Ms. Edwards-Douglas, Dr. Fabrizio, Ms. Lucena-Muniz, Ms. Mongelluzzo, and Mr. Mainiero

Resolution #2026-012 designates the Daily Journal, Atlantic City Press, and the Vineland Voice for the 2026 calendar year.

On a motion by Ms. Mongelluzzo, seconded by Ms. Lucena-Muniz, the Trustees designated The Daily Journal, Atlantic City Press, and Vineland Voice as the official newspapers for publishing public notices.

The Administrative Clerk called roll: YEAS: Ms. Brunet-Girone, Ms. DeMarchi, Ms. Edwards-Douglas, Dr. Fabrizio, Ms. Lucena-Muniz, Ms. Mongelluzzo, and Mr. Mainiero

Approval of advertising and interview for a part-time Library Assistant

Dr. Amberths told the Trustees that two part-time Library Assistants had submitted their resignations.

On a motion by Mr. Mainiero, seconded by Ms. DeMarchi, Trustees approved the advertising and interviewing for a part-time Library Assistant.

The Administrative Clerk called roll: YEAS: Ms. DeMarchi, Ms. Edwards-Douglas, Dr. Fabrizio, Ms. Lucena-Muniz, Ms. Mongelluzzo, and Mr. Mainiero; **NOS:** Ms. Brunet-Girone

Approval of the promotion of a part-time Library Assistant to part-time Library Associate was considered.

On a motion by Ms. Edwards-Douglas, seconded by Dr. Fabrizio, Trustees approved the promotion of a part-time Library Assistant to a part-time Library Associate.

The Administrative Clerk called roll: YEAS: Ms. DeMarchi, Ms. Edwards-Douglas, Dr. Fabrizio, Ms. Lucena-Muniz, Ms. Mongelluzzo, and Mr. Mainiero; **NOS:** Ms. Brunet-Girone

Approval of advertising for a Librarian 1

On a motion made by Ms. DeMarchi and seconded by Ms. Mongelluzzo, the Trustees approved placing an advertisement for the Librarian 1 position.

The Administrative Clerk called roll: YEAS: Ms. Brunet-Girone, Ms. DeMarchi, Ms. Edwards-Douglas, Dr. Fabrizio, Ms. Lucena-Muniz, Ms. Mongelluzzo, and Mr. Mainiero

Approval of using the library after hours for a Teen Lock-In program

On a motion by Ms. Edwards-Douglas, seconded by Ms. Brunet-Girone, the Trustees approved the library to hold a Teen Lock-In after hours on Friday, May 29, from 6:00 p.m. to 9:45 p.m.

The Administrative Clerk called roll: YEAS: Ms. Brunet-Girone, Ms. DeMarchi, Ms. Edwards-Douglas, Dr. Fabrizio, Ms. Lucena-Muniz, Ms. Mongelluzzo, and Mr. Mainiero

PUBLIC COMMENT

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

ADJOURNMENT

The meeting adjourned at 5:53 p.m.

Respectfully submitted by

Mary Ann Rada, Administrative Clerk