

**VINELAND PUBLIC LIBRARY  
BOARD OF TRUSTEES MEETING – MINUTES  
May 28, 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.

**ROLL CALL**

**Present:** Janice Brunet-Girone, Suzette DeMarchi, Makema Edwards-Douglas, Dr. Theresa Fabrizio, Jennifer Hainley, Michael Mainiero, also present were Library Council Stephen Barse, Business Manager Dr. Luis F. Amberths, Jr., Assistant Supervisor of Accounts Melissa Vanes, and Administrative Clerk Mary Ann Rada

**Absent:** Jessica Lucena Muniz, Aaron Melnick, Jaclyn Mongelluzzo

**MINUTES**

**April 23, 2026 – Regular Session**

On a motion made by Mr. Mainiero, and seconded by Ms. Brunet-Girone, Trustees approved the minutes of the Board of Trustees meeting on April 23, 2026.

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

**REPORTS OF ACCOUNTS AND PAYMENTS**

Ms. Brunet requested an itemized list of materials checked out on Hoopla.

On a motion made by Dr. Fabrizio and seconded by Ms. Edwards-Douglas, Trustees approved the following:

1. Treasurer's Reports for April 2026
2. Invoices scheduled to be paid in June 2026
3. Schedule of Accounts for May
4. Request for purchases
5. Donations

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

**Resolution #2026-0013 approving the retention of funds by the City of Vineland for payment of salaries and benefits for Vineland Public Library employees for May 2026**

On a motion by Ms. Edwards-Douglas, seconded by Ms. Brunet-Girone, Trustees approved Resolution #2026-013 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 May 2026

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

**Resolution # 2026 – 0014 approval of payments of expenses to vendors by the City of Vineland for March 2026**

On a motion by Ms. Mongelluzzo, seconded by Ms. Edwards-Douglas, Trustees approved Resolution #2026-014 for payments of expenses to vendors by the City of Vineland for March 2026.

The Administrative Clerk called roll: YEAS: Ms. Brunet-Girone, Ms. DeMarchi, Ms. Edwards-Douglas, Dr. Fabrizio, Ms. Hainley, 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.

Trustees received a Building Report on an emergency repair to the boiler and cooling tower system in February that left the library without heat. More permanent repairs were finished in April. Dr. Amberths told Trustees that an itemized, detailed invoice was being prepared by Sieri Mechanical for presentation to the Finance Committee prior to the June Board meeting.

### **Budget Committee**

No report from the Budget Committee.

### **Solicitor's Report**

No report from Library Counsel.

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

Trustees received a report prepared by Dr. Amberths. Dr. Amberths said he has been in contact with Mad Monkey Wrapz for ideas on signage for the Children's Department that will be named in honor and memory of Children's Librarian Helen Cowan Margiotti, who passed away a year ago. He also told Trustees that the Librarian position is ready to be posted.

## **NEW BUSINESS**

### **Presentment and acceptance of the CY25 Audit**

On a motion made by Mr. Mainiero and seconded by Ms. Edwards-Douglas, Trustees accepted the CY25 Audit prepared by Ford-Scott Associates.

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

### **Approval to close the Library for Staff Day**

Dr. Amberths reported that the staff day will include security drills and team-building activities.

On a motion made by Dr. Fabrizio, seconded by Mr. Mainiero, Trustees approved the closing of the library on September 25, 2026, to hold a Staff Development Day.

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

## **PUBLIC COMMENT**

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

## **ADJOURNMENT**

The meeting adjourned at 5:42 p.m.

*Respectfully submitted by*

*Mary Ann Rada, Administrative Clerk*