

2/13/25 at 6:19pm

Otto Bruyns Public Library Meeting Room, 241 W. Mill Road, Northfield 08225

This meeting was advertised in the Atlantic City Press and posted on the library website.

Present: President Jennifer Hale, Secretary Matt Mazzone, Treasurer Stephanie Giordano, Carol Shaw, Library Director Jennnifer Jamison, Gabrielle Lehne, Vice President Andrea Merline, Mayor Erland Chau

Absent: NCS Representative Alyssa Caramenico, City Council Liaison Tom Polistina, Alyssa Marzena

Minutes/Correspondence: The meeting was called to order by President Jennifer Hale at 6:15 pm. Jennifer Hale made a motion to waive the reading of prior minutes for January 2025. Motion was seconded by __Carol Shaw _____. All in favor. No abstentions. Jennifer Hale made a motion to approve the minutes for January 2025. Motion was seconded by __Erland Chau _____. All in favor. No abstentions.

Period for Public Expression: None

President's Report:

2025 committees have been revised. (Jen Hale will email an updated list to everyone)

Maintenance Agreement

Building and Grounds committee to look into the stones in the parking lot

Jennifer Hale made a motion to renew the maintenance agreement with the city as outlined. Seconded by Stephanie Giordano. All in favor. No abstentions.

Topics of Discussion:

Further discussions on the Meeting room policy with insurance and gif

Mayor's Report: None

NCS Superintendent's Report: Not much to report

Friends of the Library: Discussion of the Official name "Northfield Library Association"

Treasurer's Report: Stephanie Giordano shared information and updates regarding the accounts.

Working Account: 5248

Credits- 14 for a total of \$184.94

Debits- 18 for a total of \$26,027.44

Ending- \$174,380.44

Capital Account: 5255

Credits-1 for a total of \$.50

Debits- 0 for a total of \$0

Ending- \$58,616.01

Debit Card Acct- 7994
Credits- 0 for a total of \$0
Debits- 3 for a total of \$171.56
Ending- \$308.87

Topics of Discussion
TechSoup & Shamrock

Jennifer Hale made a motion to update the quarterly debit card deposit to \$525.00. Seconded by Carol Shaw. All in favor. No abstentions.

Stephanie Giordano made a motion to approve bills from the Working account in the amount of \$38,155.69. Seconded by Jennifer Hale. All in favor. No abstentions.

Stephanie Giordano made a motion to transfer \$1,000.00 from our Capital account to the Working account for payment of the Shamrock Marketing Solutions. Seconded by Jennifer Hale. All in favor. No abstentions.

Director's Report: Please refer to the following attachment Jennnifer Jamison provided for February.

Topics of Discussion
Old furniture removal

Jennifer Hale made a motion to have a petty cash balance of \$200.00 monthly. Seconded by Stephanie Giordano. All in favor. No abstentions.

Jennifer Hale made a motion to approve the furniture from W.S. Goff from the Capital account in the amount of \$38,998.53. Seconded by Erland Chau. All in favor. No abstentions.

Jennifer Hale made a motion to approve the technology from Pro Video from the Capital account in amount of \$6,990.80. Seconded by Erland Chau. All in favor. No abstentions.

Jennifer Hale made a motion to allow an electronic vote for the approval for electric from Sam Horn pending the final estimate. Seconded by Erland Chau. All in favor. No abstentions.

Jennifer Hale made a motion to accept the resignation of Olivia Becker effective immediately. Seconded by Erland Chau All in favor. No abstentions.

Jennifer Hale made a motion to accept the resignation of Brianna Flor effective May 1st, 2025. Seconded by Erland Chau. All in favor. No abstentions.

Jennifer Hale made a motion to approve the hiring of Travis Davis for the position of Part Time library assistant at an hourly rate of \$15.49 effective immediately. Seconded by Stephanie Giordano. All in favor. No abstentions.

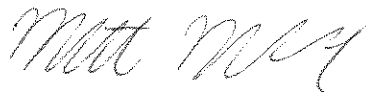
Jennifer Hale made a motion to approve the hiring of Suzanne Grassi for the position of Part Time library assistant at an hourly rate of \$15.49 effective immediately. Seconded by Stephanie Giordano. All in favor. No abstentions.

Jennifer Hale made a motion to approve the hiring of Hannah Varacalli for the position of Part Time library assistant at an hourly rate of \$15.49 effective immediately. Seconded by Stephanie Giordano. All in favor. No abstentions.

Jennifer Hale made a motion to approve the hiring of Lori Dalzell for the position of Part Time library assistant at an hourly rate of \$15.49 effective immediately. Seconded by Stephanie Giordano. All in favor. No abstentions.

Jennifer Hale made a motion to adjourn the meeting at 8:04PM. Seconded by Stephanie Giordano. All in favor. No abstentions.

Next Meeting: The next meeting of the Board of Trustees will be on 3/13/25 at 6:15pm in the Library Community room and via Zoom.

A handwritten signature in cursive script, appearing to read "Matt Mazzone".

The meeting minutes were prepared by Matt Mazzone.