

1/9/25 at 6:15pm

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, City Council Liaison Tom Polistina, Carol Shaw, Library Director Jennnifer Jamison, Alyssa Marzena, Gabrielle Lehne

Absent: NCS Representative Alyssa Caramenico, Vice President Andrea Merline, Mayor Erland Chau,

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 December 2024. Motion was seconded by __Stephanie Giordano ____. All in favor. No abstentions. Jennifer Hale made a motion to approve the minutes for December 2024. Motion was seconded by __Stephanie Giordano ____. All in favor. No abstentions.

Period for Public Expression: None

President's Report:

2025 committees have been announced (Please refer to the following attachment)

Mayor's Report: None

NCS Superintendent's Report: Not much to report

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

Working Account: 5248

Credits- 11 for a total of \$4,096.30

Debits- 22 for a total of \$24,899.28

Ending- \$200,222.94

Capital Account: 5255

Credits-1 for a total of \$.61

Debits- 2 for a total of \$23,640.95

Ending- \$58,615.51

Debit Card Acct- 7994

Credits- 1 for a total of \$.01

Debits- 7 for a total of \$754.60

Ending- \$480.43

Topics of Discussion

Debit Card

Stephanie Giordano made a motion to add Jennifer Jamison as an account on the online access as a read only. Seconded by Jennifer Hale. All in favor. No abstentions.

Stephanie Giordano made a motion to at the current time suspend the use of the physical debit card until we get an answer on whether we can actually have it or not but to leave the account open to pay bills coming out of it until we have it settled. Seconded by Jennifer Hale. All in favor. No abstentions.

Jennifer Hale made a motion to use the petty cash fund to purchase stamps. Seconded by Carol Shaw. All in favor. No abstentions.

Stephanie Giordano made a motion to approve the bill list in the total of \$26,644.47. Seconded by Jennifer Hale. All in favor. No abstentions

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

Topics of Discussion

Hoopla

Budget

Handy Man – Getting an hourly rate or a quote up front before starting a job

Employee salaries

Jennifer Hale made a motion to approve an additional payment of \$1,200 to Shamrock Marketing for additional work to the website to be paid from the Capital Account. Seconded by Matt Mazzone. All in favor. Jennifer Hale abstentions.

Jennifer Hale made a motion to approve the 2025 budget in the total amount of \$462,320.00 as corrected by the board. Seconded by Stephanie Giordano. All in favor. No abstentions.

Jennifer Hale made a motion to advertise the 2004 audit in the press of Atlantic City. Seconded by Matt Mazzone. All in favor. No abstentions.

Jennifer Hale made a motion to take out an ad in the press of Atlantic City to advertise the 2025 meeting dates. Seconded by Carol Shaw. All in favor. No abstentions.

Jennifer Hale made a motion to approve the firm of McManimon, Scotland, and Baumann for the year of 2025. Seconded by Stephanie Giordano. All in favor. No abstentions.

Jennifer Hale made a motion to approve the closures as discussed and early closures as well: Good Friday we don't close for, Memorial Day we don't close for, Columbus Day we don't close for, and General Election Day. Seconded by Matt Mazzone. All in favor. No abstentions.

Jennifer Hale made a motion to adjourn the meeting at 8:25PM. Seconded by Stephanie Giordano. All in favor. No abstentions.

Next Meeting: The next meeting of the Board of Trustees will be on 2/6/25 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.