

1/08/26 at 6:18pm

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, Carol Shaw, Vice President Gabrielle Lehne, Library Director Mia Fabi, Kevin Coopersmith, Treasurer Stephanie Giordano, Kasey Shoemaker, Mayor Erland Chau, Darren Boyd

Absent: Tom Polistina

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 2025. Motion was seconded by __ Stephanie Giordano ____ . All in favor. No abstentions. Jennifer Hale made a motion to approve the minutes for December 2025. Motion was seconded by __ Gabrielle Lehne ____ . All in favor. No abstentions.

Period for Public Expression:

None present.

President's Report:

Jennifer Hale would like to keep the meeting committee the same as 2025 with some slight adjustments, Kevin will replace Andrea's positions – Jennifer Hale will send out an updated list as we still hope to fill the open board seat in the near future.

Mayor's Report:

Not much to report

NCS Superintendent's Report:

Please reference the below per the chat from Kasey Shoemaker:

"For our January report we would like to make everyone aware of upcoming events at the school. We will be closed on January 19th for Martin Luther King Jr day. Our PTO is holding their kindergarten through 2nd grade dance on January 30th, the preschool and 3rd through 4th grade dances will be held on January 31st. Our next board of education meeting will be on January 26th at 7:00 in the cafeteria. Lastly our referendum projects are starting to be scheduled, we will share more information when it becomes available."

Friends of the Library:

Hand knitting is Saturday and is sold out
1/20/26 at 4:30PM will be their next meeting

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

Working Account: 5248

Credits- 12 total in the amount of \$275.89

Debits- 25 total in the amount of \$27,069.38

Ending- \$228,124.99

Capital Account: 5255

Credits- 1 total in the amount of \$.03

Debits- 1 total in the amount of \$1,450.00

Ending- \$1,867.13

Debit Card Acct- 7994

Credits- 1 total in the amount of \$.01 (Next Transfer in February)

Debits- 3 total in the amount of \$176.54

Ending- \$885.22

Stephanie Giordano made a motion to remove Andrea Merline from our bank accounts. Seconded by Carol Shaw. All in favor. No abstentions.

Stephanie Giordano made a motion to add Gabrielle Lehne (Vice President) in addition to Stephanie Giordano (Treasurer), Erland Chau (Mayor), and Jennifer Hale (President) to all bank accounts. Seconded by Carol Shaw. All in favor. No abstentions.

Erland Chau left at 6:38PM

Darren Boyd left at 7:00PM

Stephani Giordano made a motion to approve the bills from the Working account in the amount of \$37,088.81. Seconded by Jennifer Hale. All in favor. No abstentions.

Director's Report: Please refer to the following attachment Mia Fabi provided:

Topics of Discussion

- Library discount on Amazon for occasional book orders
- Website Domain update
- ADA training soon
- Launch Dates, Kanopy – Jan 1st, Beanstack – Feb 9th, Aspen Discovery Feb 25th
- Jill Tracey Resignation
- Completed performance evaluation for Emily Christian
- Quick books training
- Try to get ahold of Marzena to give Mia Manager access
- Personnel Manual – Needs updating
- Strategic Plan – will re-send the 2014 one for reference.
- Lawn Sign – reach out to Dan Nugant to see if the boy scouts would make a new one, if not we can explore updating ourselves
- Will reimburse Luke from Shamrock Marketing for an additional 37 hours. He will send us an updated invoice
- 2026 Holidays

Jennifer Hale made a motion to accept the resignation of Jill Tracey effective January 2, 2026. Seconded by Stephanie Giordano. All in favor. No abstentions.

Additional funds were donated to Kevin Coopersmith's GoFundMe, and he would like to add those funds to the backyard garden for a possible plaque, more flowers, or hosting an event.

Jennifer Hale made a motion to adjourn the meeting at 8:18PM. Seconded by Stephanie Giordano. All in favor. No abstentions.

Next Meeting: The next meeting of the Board of Trustees will be on 2/12/26 at 6:15pm in the Library Community room via Zoom.

The meeting minutes were prepared by Matt Mazzone.