

5/08/25 at 6:14pm

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:, Secretary Matt Mazzone, Treasurer Stephanie Giordano, Carol Shaw, Library Director Jennnifer Jamison, Gabrielle Lehne, Vice President Andrea Merline, City Council Liaison Tom Polistina, Mayor Erland Chau

Absent: NCS Representative Alyssa Caramenico, Alyssa Marzena, President Jennifer Hale

Minutes/Correspondence: The meeting was called to order by Vice President Andrea Merline at 6:15 pm. Andrea Merline made a motion to waive the reading of prior minutes for April 2025. Motion was seconded by ___ Stephanie Giordano _____. All in favor. No abstentions. Andrea Merline made a motion to approve the minutes for April 2025. Motion was seconded by ___ Stephanie Giordano _____. All in favor. No abstentions.

Period for Public Expression: None

President's Report: None

Mayor's Report: Will review the two applicants for the one open board position we currently have.

NCS Superintendent's Report: None

Friends of the Library: Holding their next meeting on Wednesday at 4:15PM

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

Working Account: 5248

Credits- 13 total in the amount of \$310.42

Debits- 20 total in the amount of \$23,792.99

Ending- \$193,081.12

Capital Account: 5255

Credits- 1 total in the amount of \$.18

Debits- 2 total in the amount of \$4,295.40

Ending- \$18,666.76

Debit Card Acct- 7994

Credits- 1 total in the amount of \$6.39 (Next Transfer in May)

Debits- 4 total in the amount of \$177.99

Ending- \$297.84

Stephanie Giordano made a motion to approve the monthly bills from the working account in the amount of \$33,525.82. Seconded by Carol Shaw. All in favor. No abstentions.

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

Topics of Discussion

- Shamrock Website- Paying the monthly fee with a procurement card or our debit card so Jen doesn't have to use her credit card. Stephanie Giordano will look into changing the debit card to Jen's name.
- Outside Gardening/Picnic Area – Where would be a good location for this?
- Sprinkler/Irrigation system – Was told we have one but is turned off. Will follow up.

Stephanie Giordano made a motion to issue a check for the amount of \$114.77 to reimburse the petty cash fund. Seconded by Carol Shaw. All in favor. No abstentions.

Stephanie Giordano made a motion to hire applicant 1 for the position of Part Time Library Assistant at the rate of \$15.49 effective immediately. Seconded by Carol Shaw. All in favor. No abstentions.

Stephanie Giordano made a motion to hire applicant 2 for the position of Part Time Library Assistant at the rate of \$17.50 effective immediately. Seconded by Carol Shaw. All in favor. No abstentions.

Applicant #1 is Sage M.

Applicant #2 is Mia F.

Old Business: American Legion parking in the library's parking lot has been taking spots away from library patrons. Hope to meet with them and create a plan that accommodates all parties.

Andrea Merline made a motion to approve the ACE lighting quote for \$2,906.97 including materials and installation. Seconded by Stephanie Giordano. All in favor. No abstentions

Andrea Merline made a motion to adjourn the meeting at 7:29PM. Seconded by Stephanie Giordano. All in favor. No abstentions.

Next Meeting: The next meeting of the Board of Trustees will be on 6/12/25 at 6:15pm in the Library Community room and via Zoom.



The meeting minutes were prepared by Matt Mazzone.