

11/13/25 at 6:16pm

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, Gabrielle Lehne, Mayor Erland Chau, Vice President Andrea Merline, Library Director Mia Fabi, Kevin Coopersmith, Treasurer Stephanie Giordano

Absent:, City Council Liaison 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 October 2025. Motion was seconded by Carol Shaw. All in favor. No abstentions. Jennifer Hale made a motion to approve the minutes for October 2025. Motion was seconded by Carol Shaw. All in favor. No abstentions.

Period for Public Expression:

None present.

President's Report:

Jennifer Hale will read and ratify the electronic vote that we had and we will vote again on it:

Jennifer Hale made a motion to adopt that on 11/7/25, Jennifer Hale made a motion to hire Mia Fabi, for the position of Library Director, at an hourly wage of \$35/hr for approximately 34 hours per week, effective immediately. Motion seconded by Gabby Lehne. All in favor, none opposed. No abstentions. Seconded by Carol Shaw. All in favor. No abstentions.

Mayor Chau entered at 6:18PM

Topics of Discussion

Shamrock marketing outstanding invoice for 1k

Mayor's Report:

None to report

NCS Superintendent's Report:

None to report

Friends of the Library:

- Meeting is Tuesday at 4:30PM
- Seems to be a lot of signups
- Book and bake sale was a hit

Nominating committee will get together for nominations for next year

Stephanie Giordano entered at 6:30PM

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

Working Account: 5248

Credits- 15 total in the amount of \$107,826.30

Debits- 26 total in the amount of \$35,171.32

Ending- \$286,426.98

Capital Account: 5255

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

Debits- 1 total in the amount of \$2,449.00

Ending- \$3,317.07

Debit Card Acct- 7994

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

Debits- 3 total in the amount of \$176.84

Ending- \$603.28

Petty Cash Replenishment for September- \$0

Jennifer Hale made motion to deposit the remaining petty cash funds and to start with a balance of \$100.00. Seconded by Carol Shaw. All in favor. No abstentions.

Jennifer Hale made a motion to remove Jennifer Jamison from the debit card account effective immediately. Seconded by Mayor Chau. All in favor. No abstentions.

Jennifer Hale made a motion to add Mia Fabi to the debit card account and to obtain her a new debit card ASAP. Seconded by Mayor Chau. All in favor. No abstentions.

Stephanie Giordano made a motion to approve the monthly bills for October in the amount of \$31,487.27. Seconded by Jennifer Hale. All in favor. No abstentions.

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

Topics of Discussion

- New library cards ordered
- Audit went well
- Looking into By Water Solutions – re-confirm total pricing
- Beanstack Library – look at more next month
- Girl Scouts Donations – we like the idea but let's try to limit the type of food they can donate – lets stick to canned foods, etc. We wouldn't want to keep food that attracts animals.
- Ok to use personal Disney Plus /HBO Max account to show movies as long as we have the rights to the movie and you are comfortable using your account.
- Several complaints regarding the rolling chairs. Let's reach out to the supplier and see if they can offer different options.
- Check with Bob Keith regarding ST4- Forms / Tax exempt requirements

- Current PTO Policy

Kevin Coopersmith entered at 7:02PM

Reviewed the budget

Jennifer Hale made a motion to move into executive session at 7:43PM to discuss legal matters. Seconded by Mayor Chau. All in favor. No abstentions.

Jennifer Hale invited Mia Fabi to stay during executive session

Jennifer Hale made a motion to return to public session at 8:03PM. Seconded by Mayor Chau. All in favor. No abstentions.

Returned to public session after discussing legal matters at which point minutes will be released at a later date.

Jennifer Hale made a motion to adjourn the meeting at 8:05PM. Seconded by Kevin Coopersmith. All in favor. No abstentions.

Next Meeting: The next meeting of the Board of Trustees will be on 12/11/25 at 6:15pm in the Library Community room and via Zoom.

The meeting minutes were prepared by Matt Mazzone.