

10/09/25 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, Carol Shaw, Library Director Jennnifer Jamison, Gabrielle Lehne, City Council Liaison Tom Polistina, Mayor Erland Chau, Vice President Andrea Merline, NCS Representative Kasey Shoemaker, Marzena Osoria

Absent: Kevin Coopersmith

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

Period for Public Expression:

At 6:16 pm there was an opportunity for public expression. None present.

President's Report:

The board is waiting until the budget is approved to move forward with the Strategic Plan:

JH Approve

EC Approve

AM Approve

SG Approve

MM Approve

CS Approve

GL Approve

KC Abstain

Mayor's Report:

Following up on the fire inspection/marshal with Jennifer Jamison

NCS Superintendent's Report:

- Dry project
- The PTO Halloween dance is 10/24/25.
- School accepting applications for a media specialist

Friends of the Library:

- Book and bake sale will be 10/17/25 -10/18/25. If you know anyone who bakes we could use some additional baked goods.

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

Working Account: 5248

Credits- 15 total in the amount of \$109,947.89

Debits- 27 total in the amount of \$29,318.94

Ending- \$213,772.00

Capital Account: 5255

Credits- 1 total in the amount of \$.05

Debits- 0 total in the amount of \$0.00

Ending- \$5,766.04

Debit Card Acct- 7994

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

Debits- 3 total in the amount of \$176.58

Ending- \$780.11

Petty Cash Replenishment for September- \$0

Topics of Discussion

- Billows Electric – Charging the city's account for the library
- Calvi Electric
- Notifying the city of work being done to the building. (regarding lighting changes)
- Lighting discussions

Stephanie Giordano made a motion to approve the monthly bills for September in the amount of \$34,019.92. Seconded by Carol Shaw. All in favor. No abstentions.

Stephanie Giordano made a motion to move from the Capital Account to the Working Account the Calvi electric Capital project valued at \$2,449.00. Seconded by Jennifer Hale. All in favor. No abstentions.

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

Topics of Discussion

- PTO policy
- Budget – Please email to everyone
- Occupancy with fire inspector – City needs to replace the sign and confirm

Jennifer Hale made a motion to move into executive session at 7:13PM to discuss litigation strategy. Seconded by Stephanie Giordano. All in favor. No abstentions.

Mayor Erland Chau made a motion to leave executive session and move back into public session at 7:42PM. Seconded by Jennifer Hale. All in favor. No abstentions.

Jennifer Hale made a motion to adjourn the meeting at 7:42PM. Seconded by Stephanie Giordano. All in favor. No abstentions.

Next Meeting: The next meeting of the Board of Trustees will be on 11/1/25 at 6:15pm in the Library Community room and via Zoom.

The meeting minutes were prepared by Matt Mazzone.