

# DRAFT

**Richmond Memorial Library  
Board of Trustees  
June 10, 2025**

The June meeting of the Library Board of Trustees was held on Tuesday, June 10, 2025. President Leslie Moma called the meeting to order at 6:00 pm.

Members present: Leslie Moma, Kristi Evans, Catrina Lasher, Richard Beatty, John Roach, and Felipe Oltramari

Also present: Interim Director Samantha Stryker, Deputy Clerk Debra Levins, and Laura Dumuhosky

Excused: Rebecca Oshlag

## **Approval of Minutes**

F. Oltramari made a motion to approve the minutes of the May 13, 2025 meeting. R. Beatty seconded it; motion carried.

## **Public Comment - None**

## **Media Services Librarian Update - Laura Dumuhosky**

Media Services Librarian Laura Dumuhosky gave an update of the Media Services Department. Laura has taken over some of the Interim Director's programs and scheduling duties. She is adding a second Throw Back Thursday with classic films to be held at the Office for the Aging.

As a token of appreciation, unique plaques portraying the library building were presented to the Trustees.

Mrs. Dumuhosky left the meeting at 6:06 pm.

### **Interim Library Director's Report**

#### **May 2025 Librarian Reports**

Interim Director Samantha Stryker answered questions regarding the department reports. The reports were from Samantha and Librarians Elizabeth Beardslee, Laura Dumuhosky, and Matthew Hoople; Library Assistant Ellen Caton; and Library Visits Program Coordinator Lucine Kauffman.

### **Library Assistant Position Update**

The deadline for applying for the Library Assistant position is June 20<sup>th</sup>. Interviews are in process.

### **Grant Projects Update**

Interim Director Samantha Stryker has been meeting with the Ralph C. Wilson Jr. Foundation to discuss a possible grant. They will be meeting with library councils and getting a tour of the library building soon.

### **Teen Corner Project**

Foundation Trustee David Beatty and Board Trustee Felipe Oltramari are developing plans to redesign the teen area. David has made an illustration to utilize the space more efficiently. The Rotary Club is interested in making an investment in the library, especially the teen services area. We hope to present the plans to the Rotary Club soon.

### **NIOGA Annual Dinner**

There were nine attendees at the NIOGA Annual Dinner to represent our library. Library Visits Program Coordinator Lucine Kauffman was presented with the 2025 Outreach Award for her dedication.

### **MOU - Recycling**

BCSD is still in the process of obtaining a receptacle for RML to use for recycling.

### **Richmond Reads**

The author and title of this year's Richmond Reads will be announced on June 30<sup>th</sup> at 7 pm. We will be featuring this author's 3rd novel. The author will be visiting RML on Monday, October 20.

### **Patron Suspension**

RML has issued a permanent suspension in light of the theft of staff member property by this patron as well as other issues.

### **Committee Reports - None**

### **Financial Reports**

K. Evans made a motion and R. Beatty seconded to approve the following financial reports:

- Disbursement Status Report, May 2025
- Revenue Status Report, May 2025
- Bank Reconciliations, May 2025
- Board Warrant for Payment

Motion carried.

### **Approval of Budgetary Transfers**

F. Oltramari made a motion and J. Roach seconded to approve the following Budgetary Transfers:

\$23,700 to Staff Clerical from Staff Part-Time  
 \$323.37 to Conference Expenses from Mileage  
 \$1,105 to Other Professional Services from Accounting Fees  
 \$5,000 to Staff Paraprofessional from Staff Part-Time  
 \$4,000 to Staff Paraprofessional from Medical Insurance  
 \$2,270 to Staff Paraprofessional from Staff Custodial  
 \$10,000 to Staff Professional from Medical Insurance

Motion carried.

**Communications****Patron Correspondence**

The Board acknowledged two letters that were received from patrons.

A sketch that was donated to the library by Maureen Adams was accepted.

**Grant – Steve Hawley**

We received a letter from Assemblyman Steve Hawley stating that NIOGA will receive the Bullet Aid Grant in the amount of \$60,000. The funds will be disbursed to the libraries by NIOGA.

**Unfinished Business****NYS Grant Process/ Clark Patterson Lee**

Preliminary plans with Hector Garrido, the Architect from Clark Patterson Lee are in the works. Estimates will be obtained, and a meeting with Lisa Erickson from Nioga is in a couple weeks.

**New Business - None**

This being Trustee Kristi Evans' last board meeting, she was acknowledged for her 9 years of service with flowers and much gratitude.

**Adjournment**

K. Evans made a motion to adjourn the meeting at 6:47 pm.  
F. Oltramari seconded it; motion carried.

Respectfully submitted,  
Interim Director Samantha Stryker

**Next Board Meeting: Tuesday, July 8, 2025, 6:00 pm, Gallery Room**