

DRAFT

Richmond Memorial Library Board of Trustees January 13, 2026

The January meeting of the Library Board of Trustees was held on Tuesday, January 13, 2026. President Leslie Moma called the meeting to order at 6:00 pm.

Members present: Leslie Moma, Richard Beatty, John Roach, Rebecca Oshlag, and Meg Chilano

Also present: Director Samantha Stryker, Assistant Director Laura Dumuhosky, Librarian Gabriel Fox, and Deputy Clerk Debra Levins

Excused: Felipe Oltramari, Marcia Bohn

Approval of Minutes

President Leslie Moma declared the minutes of the December 9, 2025 meeting approved.

Public Comment - None

Gabriel Fox - Librarian I – Introduction and first month updates

Gabriel Fox was introduced as our new IT, Non-fiction, & Adult Services Librarian. Mr. Fox has been working with Librarian Elizabeth Beardslee to take over computer maintenance, upkeep and tech duties. He plans to host introductory tech courses on Canva, web browsers, phone apps and AI as well as adult recreation programs.

Mr. Fox left the meeting at 6:08 pm.

Library Director's Report**December 2025 Librarian Reports review**

Reports from Library Director Samantha Stryker, Assistant Library Director Laura Dumuhosky, and Librarians Elizabeth Beardslee, Gabriel Fox, and Matthew Hoople were reviewed. Reports from Library Assistant Ellen Caton, and Library Visits Program Coordinator Lucine Kauffman were also discussed.

Assistant Library Director

Assistant Director Laura Dumuhosky was introduced.

Library Programs

Library programs were discussed.

E-Rate 2026

Three E-Rate bids were received and will be reviewed.

Unemployment Claims

Unemployment claims and Insurance was discussed.

Friends of the Library Update

The regular December book sales netted \$708. An overstock sale on Saturday, December 13th made an additional \$296. Plans are to add more Saturday sales in 2026 as there were many new people.

Sales on the main floor netted \$268.35 for December and sales via Thriftbooks netted \$109.15.

New Website

The library staff is looking at possibly moving toward a new platform for the website during the new fiscal year.

Webinars and Meetings

Along with Assistant Director Laura Dumuhosky, Director Stryker gave a tour to BCSD special education students, teachers and aides on Tuesday, December 9th.

The Director also met with reps from local library systems and WNYLRC to discuss grant opportunities.

She also attended a Director's meeting at NIOGA, the Richmond Reads committee meeting, and hosted a staff adult services librarians meeting to designate duties with new positions and roles.

Staff evaluations will be at the end of the month.

Committee Reports

None; the Policy Committee will meet next week.

Financial Reports

R. Beatty made a motion and M. Chilano seconded to approve the following financial reports:

- Disbursement Status Report, December 2025
- Revenue Status Report, December 2025
- Bank Reconciliations, December 2025
- Approval of Board Warrant for Payment

Motion carried.

Communications - None

Unfinished Business

Security Cameras

S. Stryker and L. Dumuhosky apprised the Board of their meeting with Doyle Security Systems.

Teen Corner Project update

Negotiations with the Rotary Club regarding the Teen Corner Project continue.

Carriage House Doors Update

The carriage house doors have been ordered. Our Head Custodian Casey Stockwell has the framing for the doors almost complete.

New Business

Review of Library Board Vacancies to be filled by election in 2026

Board members Richard Beatty and Meg Chilano will complete their term of office June 30, 2026. These vacancies will be voted on in the May 2026 Library Budget Vote/Trustee Election.

Approval of FFRPL Grant Report

M. Chilano made a motion to accept the FFRPL Grant Report. Richard Beatty seconded it; motion carried.

Part-Time Staff Holiday Pay/ Employee Handbook discussion

Trustees discussed the employee handbook and the possibility of part-time staff receiving holiday pay. The policy committee will also consider this option at their upcoming meeting.

Accepted Donations

R. Oshlag made a motion to accept the donations of a painting by The late well-known Batavia Artist Don Grieger and a plaque in Memory of Ruth “Sweetie” Pickert. J. Roach seconded it; motion carried.

Executive Session

J. Roach made a motion at 7:03 p.m. to go into Executive Session to discuss the nature of employment history of a particular person or corporation, or matters leading to the appointment, employment, promotion, demotion, discipline, suspension, dismissal or removal of a particular person or corporation. R. Beatty seconded the motion. The motion passed unanimously.

R. Beatty made a motion to exit Executive Session at 7:32 pm. M. Chilano seconded it; motion carried.

J. Roach made a motion to go back into the regular session at 7:32 pm. R. Beatty seconded it; motion carried.

Sewer Backup

Reasons & potential solutions were discussed to reduce recent sewer backup occurrences. The Trustees discussed the possibility of hand dryers. BCSD is aware of the situation.

Adjournment

J. Roach made a motion to adjourn the meeting at 7:46 pm. M. Chilano seconded it; motion carried.

Respectfully submitted,
Library Director Samantha Stryker

Next Board Meeting: Tuesday, February 10, 2026 @ 6:00 pm, Gallery Room