

*Approved by the Library Board of Trustees April 14, 2026*

**Richmond Memorial Library**

**Board of Trustees**

**March 10, 2026**

The March meeting of the Library Board of Trustees was held on Tuesday, March 10, 2026. President Leslie Moma called the meeting to order at 6:00 pm.

Members present: Leslie Moma, Richard Beatty, Felipe Oltramari, John Roach, and Marcia Bohn

Also present: Director Samantha Stryker and Deputy Clerk Debra Levins, and Palmer Perkins, Director of Stevens Memorial Library

Excused: Meg Chilano and Rebecca Oshlag/Absent

J. Roach made a motion to approve the minutes of the February 10, 2026 meeting. M. Bohn seconded it; motion carried.

**Public Comment** – None

**Library Director's Report**

**February 2026 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 Mangiavellano, and Library Visits Program Coordinator Lucine Kauffman were also discussed.

**Tax Cap Filing**

The 2026 Tax Cap has been filed with NYS.

**E-Rate Update**

Director Stryker is working with Spectrum to develop a three year contract for internet service. Once she has the contract, she will file the 471 form, which has a deadline of April 1.

## **Foundation Update**

The Foundation is considering a request for a yearly sponsorship of the Dolly Parton Imagination Library.

They are in process of initiating the Nancy Mortellaro Garden.

The Foundation has a new brochure which will be going to print soon.

## **Friends of the Library Update**

The February sale netted \$994 and the Saturday Sale netted \$128 despite poor weather. Upstairs sales netted \$135.90 for February and sales via Thriftbooks netted \$199.52.

The Friends have generously funded a new coffee station for the library. Coffee/tea is \$1 per cup to fund supplies for the station.

## **Annual Report**

We are still waiting for NYS to open the portal for the annual report.

## **Webinars and Meetings**

The Library Director recently attended several webinars and the following meetings:

- 2/12/26 - The Friends of the Library meeting
- 2/27/26 - The Library Foundation meeting
- 3/4/26 - An online meeting for the Western New York Rural Library Grant Application Introductory Program

Monthly staff meetings were reinstated for the day after the board meeting, as well as a monthly librarian's meeting.

**Committee Reports** - None

## **Financial Reports**

F. Oltramari made a motion and R. Beatty seconded to approve the following financial reports:

- Disbursement Status Report, February 2026
- Revenue Status Report, February 2026
- Bank Reconciliations, February 2026
- Approval of Board Warrant for Payment

Motion carried.

### **Communications - None**

### **Unfinished Business**

#### **2026-2027 Draft Budget**

J. Roach made a motion to approve the 2026-27 fiscal year proposed budget. M. Bohn seconded it; motion carried.

### **New Business**

#### **2026 FFRPL Grant**

F. Oltramari made a motion to accept the FFRPL Grant. R. Beatty seconded it; motion carried.

### **Staff Appointment**

The Director shared that Anabella Weyer was appointed to the position of Cleaner and is doing well.

### **HR Contract discussion**

Director Stryker will contact The Higgins Agency Group for information about the Mineral Contract.

### **NIOGA Board Nomination**

The Board reviewed the 2026 NIOGA Board Nomination form.

### **Spectrum Contract (Addition to the Agenda)**

The Spectrum Contract was discussed.

J. Roach made a motion to approve the 36 month Spectrum Contract. M. Bohn seconded it; motion carried.

**Adjournment**

R. Beatty made a motion to adjourn the meeting at 6:36 pm.

M. Bohn seconded it; motion carried.

Respectfully submitted,

Library Director Samantha Stryker

*Next Board Meeting: Tuesday, April 14, 2026 - immediately following the 6:00 pm Public Hearing, Gallery Room*