

Salamanca Public Library  
Minutes of July 17, 2025

Attendance: Trustees: Tim Baird, Gina Matteson, Matthew Bucholz, Susan Zaprowski, and Library Manager, Jennifer Stickles, Treasurer, Tammy Davis. Absent: Gina Valent

## **AGENDA**

### **Call the Meeting to order**

A. The meeting was called to order at 4:00 pm.

### **Approve the Agenda**

B. A motion to approve the agenda was made by Bucholz and a second by Baird with the correction that Gina Matteson was absent at the June meeting. The vote was unanimous. Motion approved.

### **Approve Minutes of Previous Meeting**

C. A motion to approve the minutes of the June 19, 2025 meeting was made by Baird and seconded by Bucholz. The vote was unanimous. Motion approved.

### **Pay Bills as Warranted**

D. Stickles reviewed the warrant sheets and explained that the carnival supplies with Amazon payment were for the summer reading program. A motion to approve the warrant sheets was made by Gina Matteson and seconded by Susan Zaprowski. The vote was unanimous and the motion was approved.

### **Review Financial Report**

E. Davies reviewed the finances and bills for the month. Nothing out of ordinary was noted. Davies is working on the audit for the state.

### **Public Comments**

F. No public participation occurred.

### **New Business**

G. Stickles explained that there is an issue with the air conditioner. Stickles will get an estimate on the repairs.

### **Manager's Report**

H. Stickles reviewed the library stats. The audit was started today, July 17, 2025. The auditor has been in and out with vacation time taken and other business issues. Our summer worker is assigned to work 8 hours a week.

### **Executive Session if Needed**

I. No executive session required.

### **Adjournment**

J. The meeting was adjourned at 4:55 pm.

Respectfully submitted by Gina Matteson and Susan Zaprowski