

Salamanca Public Library

Meeting of the Board of Trustees

September 18, 2025

Attendees

Trustees: Tim Baird, Matt Bucholz, Gina Matteson, Susan Zaprowski

Library Manager Jennifer Stickles and Treasurer Tammy Davies

Absent: Gina Valent

Agenda

Call the Meeting to Order

- A. The meeting was called to order at 4:00 PM by Zaprowski, President

Approve Agenda

- B. Matteson moved and Baird seconded to approve the agenda. The vote was unanimous, Motion was approved.

Approve Minutes of Previous Meeting

- C. A motion was made by Bucholz and seconded by Matteson to approve the minutes of August 21, 2025 meeting. Vote was unanimous. Motion approved.

Pay Bills as Warranted

- D. The warrant sheets were reviewed. Our quarterly payment was received by the city in August. Payment of \$7,500 was made to the auditor, Matteson moved and Tim seconded to approve the warrant sheets as presented. Motion passed unanimously.

Review Financial Report

- E. Treasurer Davies reviewed the financial report with the board. Davies exited the meeting at 4:20 PM

Public Comments

- F. There were no members of the public in attendance

Manager's Report

- G. Air conditioner needs to be repaired or perhaps replaced. The Mazza co will be contacted for an estimate which Stickles will share with the trustees. We used to have a contract with Mazza but it was canceled in 2018. Zaprowski mentioned doing a policy review. Stickles will look at the employee handbook and see which she feels we should focus on first. Stickles reviewed the stats report and discussed the adult fiction and non fiction areas that need attention. Stickles has been weeding out books that have not circulated in years in order to make room on the shelves for future purchases.

Executive Session if Needed

- H. No session was required

Adjournment

- I. The meeting was adjourned at 4:32 PM

Respectfully submitted by

Gina Matteson and Susan Zaprowski