

Salamanca Public Library
Meeting of the Board of Trustees
October 16, 2025

ATTENDEES

Trustees: Tim Baird, Gina Valent and Matthew Bucholz. Also in attendance were Library Manager Jennifer Stickle and Treasurer Tammy Davies.

Absent: Susan Zaprowski and Gina Matteson

AGENDA

Call the Meeting to Order

A. The meeting was called to order at 4:40 p.m. by Tim Baird.

Approve the Agenda

B. A motion to approve the agenda was made by Bucholz and seconded by Valent. The vote was unanimous.
Motion approved

Approve Minutes of Previous Meeting

C. A motion to approve the minutes of the September 18, 2025 meeting as corrected was made by Valent and seconded by Bucholz. The vote was unanimous. Motion approved

Pay Bills as Warranted

D. The warrant sheets were reviewed by Davies, Treasurer. A motion to approve the warrant sheets as presented was made by Baird and seconded by Bucholz. Motion approved. Vote was unanimous

Review Financial Report

E. Davies reviewed the current budget and the new budget report that she has created. Davies exited the meeting at 4:50 p.m.

Public Comments

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

New Business

a. A/C Repair

Stickles received a bid of \$2730 to repair the air conditioner. Monies are not currently in the budget for this item. A/C repairs will be included in the 2026 budget.

b. Outside benches

Stickles discussed the issue of the outside benches being used continually for inappropriate activities such as drinking, drug use, etc. Library clientele are not comfortable with this situation, which is not viewed as a welcoming entrance. Following further discussion, Baird moved to move the benches away from the front of the building. Bucholz seconded the motion. Motion approved.

c. Review Employee Handbook

Stickles presented the new Employee Handbook for review. Discussion ensued and suggestions were made. Further discussion will occur at the next regular meeting.

Manager's Report

H. Stickles reviewed monthly stats and programming.

Executive Session if Needed

I. Executive session was not required.

Adjournment

J. The meeting was adjourned at 6:52 p.m.

Respectfully submitted by,

Virginia Valent, Trustee