

DRAFT

Richmond Memorial Library Board of Trustees October 13, 2026

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

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

Also present: Director Samantha Stryker, Deputy Clerk Debra Levins, and Justin Bentley of Allied CPAs, PC

Absent: Rebecca Oshlag

Approval of Minutes

R. Beatty made a motion to approve the minutes of the September 10, 2026 meeting. F. Oltramari seconded it; motion carried.

Public Comment - None

Audit Overview- Justin Bentley, Allied CPAs, PC

Justin Bentley, CPA gave an overview of the Library's financial statements and answered questions. Mr. Bentley left the meeting at 6:18 pm.

Library Director's Report

September 2026 Librarian Reports review

Reports from Library Director Samantha Stryker, Assistant Library Director Laura Dumuhosky, and Librarians Elizabeth Beardslee, Gabriel Fox, Matthew Hoople, and Jill Feine were reviewed, along with a report from Library Visits Program Coordinator Lucine Kauffman.

Director Stryker shared information about the following:

- Staff Training
- Tree Update
- Construction Update
- Staffing Updates

- Audit
- Friends of the Library Update
- Meetings and webinars

Committee Reports - None

Financial Reports

F. Oltramari made a motion and M. Bohn seconded to approve the following financial reports:

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

Motion carried.

Communications - None

Unfinished Business - None

New Business

Approval of 2027 Library Closures/ Holiday schedule

M. Bohn made a motion to approve the 2027 Library Closures/Holiday schedule. J. Roach seconded it; motion carried.

Financial Statements and Management Representation Letter, Allied CPAs, PC

J. Roach made a motion to accept the 2026 Audit and Financial Statements from Allied CPAs, PC. F. Oltramari seconded it; motion carried.

Records Retention Policy and Subject Matter List

F. Oltramari made a motion to approve the Records Retention Policy. R. Beatty seconded it; motion carried.

M. Bohn made a motion to approve the Subject Matter List. R. Beatty seconded it; motion carried.

Freedom of Information Law (FOIL) Policy

M. Bohn made a motion to approve the Freedom of Information Law (FOIL) Policy. J. Roach seconded it; motion carried.

Review Doyle Upgrade Contract

R. Beatty made a motion to approve the Doyle Upgrade Contract. J. Roach seconded it; motion carried.

Review Draves Tree Service Quote

M. Burns made a motion to approve the quote from Draves Tree Service. M. Bohn seconded it; motion carried.

Community Heart and Soul Fiscal Sponsor Information

Director Stryker gave the Board information about the possibility of the Library serving as Fiscal Sponsor for the Community Heart and Soul Grant. This discussion was tabled until the next meeting.

Executive Session

F. Oltramari made a motion at 7:09 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.

J. Roach made a motion to exit Executive Session at 7:20 pm. F. Oltramari seconded it; motion carried.

Adjournment

R. Beatty made a motion to adjourn the meeting at 7:21 pm.
M. Bohn seconded it; motion carried.

Respectfully submitted,
Library Director Samantha Stryker

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