



Livonia Public Library Board of Trustees Meeting Minutes

Date: Tuesday, November 18, 2025

Time: 7:00 - 9:00 PM

Location: Patterson Meeting Room

Present: Shamika Fusco, Christine Cruso, Mae Sharman, Rick Williams, Brian Donelly, Cori Quinn, Mary Mott, Michael Ward

Absent: Liz Smith-Rossiter, Denise Cendoma, Pete Dougherty (Town Liaison), Annette Meade (Village Liaison)

Meeting begins at 7:04pm

Opening Public Remarks- no public present

Approval of October 14th Meeting Minutes

Motion made by Brian; seconded by Mae. All in favor; none opposed. Motion passed.

Bills (October)

Motion to approve bills totaling \$14,680.94 made by Mae; seconded by Rick. All in favor; none opposed. Motion passed.

Friends Report (Mae) 2025 Activities Update

Silent Auction

We celebrated National Friends of Libraries Week with our Silent Auction, and raised a significant amount of money. The Livingston County News featured the auction online and in its print edition. Additionally, the New York Library Association featured our Silent Auction on their Facebook page to kick off National Friends of Libraries Week.

October 25 MCLS/OWWL Conference

The Friends of the Livonia Public Library hosted a conference of Friends' groups from Monroe County System and OWWL Library System. Lisa Wemett, representing the New York Library Association (NYLA) Friends of Libraries Section, presented the Sustainable Libraries Initiative and updates for the (NYLA) Friends of Libraries Section with Terry Mulee. Marjorie Focarazzo, Legislative liaison of the Friends of Libraries Section to NYLA, presented legislative updates. The conference concluded with a Round the Table Sharing Session.

Grant Opportunity - 2026 Small & Rural Library Grants

Friends members Ian Coyle and Debby Emerson are overseeing this grant opportunity. Grant funds will assist Friends of Library groups, or nonprofit groups that support and fundraise for libraries in their communities, with priority projects.

Author Visit

Local author Sharon West contacted us to inform us that her second book is complete. The Friends are currently discussing an author visit with her. Scheduled for after tree lighting for children.

Monthly Free Prize Giveaway

The winner of the September fall basket is Finn Brooks and the October Halloween is Emerson Jones. Boxes for Toys for Tots made.

Director Report

Children's Services Nancy Pigno

Storytime: Fall offers lots of great storytime themes. Additionally, both our storytime sessions have attracted many new families. This has proven to be delightful! Our themes included pumpkins, scarecrows, and Halloween.

Wednesday Wonderlab: In honor of Hispanic Heritage Month, the school-age children got to learn about worry dolls. Pigno shared a book and some information about worry dolls and then led them through making their own. The next day, Pigno gave out a few Worry Doll Take and Makes for a patron to share with some community children who were born in Guatemala. Later in the month, we had a S'mores and Scary Stories event. The children did crafts, made their own s'mores and we shared a story of their choosing at the rug. (Creepy Carrots- which the children helped to read. It was really fun!)

Banned Book Week The children's display for Banned Book Week included wanted posters and "evidence bags" containing books that have a history of being challenged. The "evidence tags" explained what the objections to the books were. All in all, it was a playful, age appropriate take on a serious issue

Teen/YA Services: Vacancy

Adult Services Sara Schlinger

Adult Craft: Fall Flower Wreath with Joy

This month's adult craft program brought seasonal joy to the library as participants created beautiful fall paper flower wreaths. The session was filled with creativity, laughter, and a wonderful sense of community. We were especially pleased to accommodate both our senior patrons and members of the Deaf community, ensuring everyone could fully participate and enjoy the activity. With clear visual instructions, accessible communication, and a welcoming atmosphere, the program fostered connection and inclusion while celebrating the colors of autumn.

AARP Driver Safety Course:

This month's AARP Driver Safety Course was a great success, with 27 participants attending to refresh their driving knowledge and learn safe driving strategies. The session provided valuable information to help older adults stay confident and independent on the road. A sincere thanks to the Friends of the Livonia Public Library for generously providing lunch, and to Pizza Paul's for offering a discount on the meal, helping make the day both educational and enjoyable for everyone.

Afternoons at the Library:

This month's Afternoons at the Library programs offered a welcoming space for creativity and connection. Patrons enjoyed relaxing sessions of cards and watercolor painting, enjoyed the ongoing beginner mahjong group, and Schlinger was excited to introduce a new backgammon group. Looking ahead, Schlinger is pleased to announce that Scrabble will begin next month, along with a new Sit and Knit group, both added by request from our patrons. These growing programs continue to foster community engagement and friendly conversation at the library. Many thanks to the Friends of the Livonia Public Library for purchasing the larger backgammon boards, which make gameplay easier and more enjoyable for our older patrons.

From the Circulation Desk Clerks (Eileen)

In October, a patron's son needed his immunization record, and Eileen Peters helped him find the NYS Immunization Information System. Peters created the adult section of the Banned Book display, while Nancy Pigno created the children's display. Peters worked with Sarah Lydon to address and mail thank you cards the Library sent to all who donated in memory of Pat Genthner.

- Memorial stone for Pat in library garden- \$2200 has come in honor of Pat. Estimate of \$1800 from Mike Dougherty. Input from family and commemoration of stone.

Staffing and personnel- still looking to fill vacancies. Civil service updates duties and responsibilities; waiting on Paige with updated information. The personnel committee meeting will be on December 2, 2025. Pamela is no longer able to work Saturdays so the personnel committee will discuss. Lori's availability is also changing for the moment.

Training- Narcan training to come; public access for box for Narcan from CASA Trinity- needs to be hung up. Shamika is seeking board approval to hang the box. Need to draft a policy on Narcan.

Building & maintenance updates- keyed entry only for behind the circulation desk; opportunity to use capital grant to apply to at least one of the doors. Grant needs to be submitted by 11/25/25 and work needs to be done in 2025. Staff safety and patron information security. Do all of the work for security and invoice separately. Motion made to approve security work, utilizing capital grant and work above and beyond that grant limitations by Brian; seconded by Mae. All in favor; none opposed. Motion passed.

Fencing options- leave panels as is OR put trees up OR bollards? Need comparison analysis of costs.

Wooden floor damage in adult area- area rug will conceal damage and help with salt.

Eventually floors will need to be refinished.

Elevator inspection done perfectly this year- no issues. Back flow and tamper switch is all set.

Miscellaneous: Great Give Back was successful.

Managing routine with service providers- overbooking therapies. One provider in each space- creating bookable spaces. Meeting room policy needs to be updated to include bookable spaces.

Banned patron has returned to the library- ban has expired; conducted herself fine and no issues. A copy of the banning was provided. Patron couple has good days and bad days. Shamika continues to document- another incident at the beginning of this month. Shamika was able to de-escalate. Another patron is agitated- frustrated by printing (cursing, yelling).

Disruption in services from book vendor- may slow down production of material coming to libraries. OWWL may collective bargain. Baker and Taylor is in charge of collecting annual report data so Shamika downloaded info back to 2002.

Community engagement- Writers and Books (Shamika is on advisory board).

Collab with high school- CHOICES program

Upcoming programs- mobile mammography; backgammon requested; RGE assistance

December 12th- library programming from 12-6 leading up to Tree Lighting; Friends and board can support anything after 6pm.

Partnering with Sent by Ravens- food security packs- nonperishable items

Old Business

- Training: Trustee / Sexual Harassment / Workplace Violence- NEED to send information to Liz ASAP. Need to complete or vacate the seat on the board.

New Business

- Trustee application received- continue to offer opportunity to submit applications. Application received- check with the town to see if the applicant is a town of Livonia resident.
- Director and Board year-end review timeline- tied to strategic goals & job description
 - Tabled to personnel committee on 12/2/25- will share at December 9th board meeting
 - Not due until end of January

**Committee Updates**

- **Strategic Planning** (Christine, Liz, Mary, Mae)
- **Personnel** (Christine, Liz, Mary)- will meet December 2, 2025
- **Building & Grounds** (Brian, Rick)
- **Policy** (Christine, Denise, Cori)
- **Publicity** (Christine)

Executive Session- matters relating to employment history of a specific person.

Motion for board to go into executive session made by Mae; seconded by Rick. All in favor; none opposed. Motion passed. Executive session begins at 8:24 pm.

Motion to exit executive session made by Mae; seconded by Brian. All in favor; none opposed. Motion passed. Exited executive session at 9:13pm.

Adjournment

Motion to adjourn made by Rick; seconded by Brian. All in favor; none opposed. Motion passed. Meeting adjourned at 9:14pm.

Next Board Meeting: December 9, 2025 at 7:00 PM