



Livonia Public Library Board of Trustees Meeting Agenda

Date: Tuesday, January 13, 2026

Time: 7:00 – 8:30 PM

Location: Patterson Meeting Room

Present: Shamika Fusco, Christine Cruso, Liz Smith- Rossiter, Mae Sharman, Rick Williams, Brian Donnelly, Denise Cendoma, Cori Quinn, Mary Mott, Mike Ward, Sally Collins (Friends President), Eric Gott (Town Supervisor and liaison)

Absent: none

Meeting

Called to order at 6:55pm.

Opening Public Remarks

Eric Gott will be the new town liaison to the library, replacing Pete Dougherty, with plans to attend all future library board meetings.

Approval of December 16th Meeting Minutes

Motion to approve December 16th 2025 meeting minutes made by Brian; seconded by Mae. All in favor; none opposed. Motion passed.

Bills (December)

Motion to approve December bills totaling \$7715.02 made by Mae; seconded by Rick. All in favor; none opposed. Motion passed.

Treasurer's Report (Brian)

Motion to accept the Treasurers' Report made by Mae; seconded by Liz. All in favor; none opposed. Motion passed.

Director Report (Shamika)

Staffing updates- On the personnel front, we are actively conducting interviews and managing staffing updates to ensure optimal service levels.

Sarah H. effective 1/5/2026 moved from library page to part time library clerk at the hourly rate of \$16.55. Motion made by Mae; seconded by Brian. All in favor; none opposed. Motion passed.

Sarah S. effective 1/5/2026 full time library assistant at an annual salary of \$39,750.00 Motion made by Mae; seconded by Brian. All in favor; none opposed. Motion passed.

Matt V. effective 1/19/26 full time senior library clerk at an annual salary of \$27,706.00. Motion made by Mae; seconded by Brian. All in favor; none opposed. Motion passed.

December Performance and Operations

During the month of December, the library maintained strong community engagement with 3,213 visitors and a total circulation of 4,219 items. We welcomed 19 new patrons to our community.

Program attendance remained high with 447 participants across various events. Regarding our facilities and infrastructure, we successfully replaced a network switch to maintain digital reliability.

However, please note that our current camera systems are outdated and may require future consideration for upgrades. Jacob from SG Security has determined cameras outdated security system. Jacob did walk through quote \$9086.00- replacement of 15 cameras. We will need to get another quote. System is still operational. Fence- fixed by James- patron who hit the fence accepted responsibility and is absorbing the cost of labor and material at \$225. Shamika will create an invoice for the responsible patron.

Previously banned patrons have returned and are following the code of conduct.



Great give back- the library adopted Wellbriar and they were grateful.

Partnership with literacy volunteers moving quickly and as of March 2026 the library will have tech support classes as mobile unit with instructor.

A patron had an incident with a staff member over a mobile hot spot. Staff member mistakenly assumed our policy was to wait 24 hours. The patron "unhappy with how she was treated by staff". Mae received a call from the patron. The units need to be returned for maintenance; we have 12 total hotspots. The system should define who has the hot spot next so we are not relying on individual people to make determination. Possibly review and update circulation policy

Good note- thank you card from patron and book donation.
Thank you card from staff member to trustees for holiday gift.
Book club during the day for folks who don't want to drive at night.
Groups for pt and other services are all set.

January 2026 Outlook

We are entering January with a diverse schedule of programming designed to serve all age groups:

- **Adult and Children's Services:** We are launching several new "Wednesday Wonderlab" sessions and continuing our popular book clubs and creative workshops, such as "Watercolor Wonder".
- **Support and Education:** We continue to prioritize community well-being through our Alzheimer Support Group and Senior Planet technology classes.
- **Special Events:** High-engagement activities like "The Great Puzzle Off" and "Bingo Regift Style" are scheduled to encourage winter socialization.

We remain with a vacancy in our YA programming position, and plans for that demographic remain to be determined as we conduct interviews and discuss position qualifications.

Friends Report (Sally)

The Friends supported the library through various events and initiatives, including book sales, fundraisers, and community engagement programs. They also donated books and collaborated with the library board for special events.

The following list represents all of the different opportunities the Friends' group provided:

- Bookcase - refreshed weekly
- Free monthly giveaways; special event baskets
- BINGO night at the library
- Spring Quilt Raffle
- Pop-Up Book Sale. Little Golden Books & Louis L'Amour Books
- Sponsored "Frame Your Future" National Headshot Day Program
- LCS Graduation Scholarship
- Volunteered at Livonia Library table at Hemlock Fair
- Support for Summer Reading Program
- worked tables at SR Kickoff & outdoor activities
- purchased raffle prizes
- sponsored Wildlife Rockstars & Magic Show
- Friends table at Summer Reading Kickoff Community Fair
- Assisted with library's "Strut Your Mutt" costume parade
- Held Dainty Donut Factory food truck fundraiser
- Donated large print books to Livingston County Center for



Nursing & Rehab and Batavia Hospital
Fall Book Sale during Autumn in the Village Festival
Hosted conference of Friends' groups from
Monroe County System and OWWL Library System
9th Biennial Silent Auction Fundraiser
Blind Date with a Book Display
Donated to Kids' Holiday Gift Shop at the Library
Collaborated with Livonia Library Board of Trustees
to host festivities at the library after Village Tree Lighting ceremony.
Santa and Mrs. Claus & Letters to Santa table
Local author visit with Sharon West and her adorable doodle, Winston
Christmas cards for Veterans table; presented the cards to Livonia Legion.
"I Spy" and snowman cutout for photo opportunity

Old Business

- Director and Board Evaluation
- 2026 Trustee training requirements

New Business

Committee Updates

- Budget (Brian, Liz, Mary)
- Building and Grounds (Rick, Brian)
- Personnel (Christine, Liz, Mary)
- Policy (Christine, Denise, Cori)
- Publicity (Christine)

Motion to move into annual meeting made by Christine; seconded by Liz. All in favor; none opposed.
Motion passed.

Adjournment

Motion to adjourn regular meeting made by Mae; seconded by Brian. All in favor; none opposed.
Motion passed; meeting adjourned at 7:42pm.

Note: additional meeting materials are available upon request.

Next Board Meeting: February 10th, 2026 at 7:00 PM



Date: Tuesday, January 13, 2026

Time: 8:00 – 8:30 PM

Location: Patterson Meeting Room

Board of Trustees Annual Meeting following Adjournment

of January 13th, 2026 meeting

1. Minutes of the January 14th, 2025 Annual Meeting

2. Election of Officers: President, Vice President, Secretary, Treasurer

Christine is vacating her seat on the board and her Presidency effective at the conclusion of the annual meeting on 1/13/2026.

Christine nominated Mary to fill the Office of President; motion to appoint Mary as President made by Mae; seconded by Liz. Mary abstained from voting for president. Everyone else was in favor. Motion passed.

Mae nominated Liz to continue in the Office of Vice President; seconded by Cori. All in favor; none opposed. Motion passed.

Liz nominated Cori to continue in the Office of Secretary; seconded by Mae. All in favor; none opposed. Motion passed.

Liz nominated Brian to continue in the Office of Treasurer; seconded by Rick. All in favor; none opposed. Motion passed.

3. Committee Assignments

- Budget – Brian, Liz, Mary
- Building and Grounds – Brian, Rick
- Personnel – Mary, Liz
- Publicity – Mike
- Policy - Denise, Cori

4. Flag Dates

● Martin Luther King Day	Mary B.
● President's Day	Mae S.
● Memorial Day	
● Flag Day	Cori Q.
● Juneteenth Day (June 20 th)	Liz S-R.
● 4 th of July	Rick W.
● Labor Day	Michael W.
● September 11th	Brian D.
● Veterans Day	Denise C.

5. Additional Items

Mary will reach out to the trustee applicant.

Thank you, Christine, for your many years of service to the board.

6. Adjournment

Motion to adjourn annual meeting made by Mae; seconded by Brian. All in favor; none opposed. Motion passed.