

The January 14, 2026 meeting of the Library Board of Trustees was called to order at 5:00 p.m. Members present were Lora Allen, Michael Iten, Lynda Lowe, Tracy Martorana, and Mary Young. Also present was Betsy Halvorsen.

**Public Comment:** No one from the public was present.

**Executive Session:** No executive session.

**Minutes:** The minutes of the December 10, 2025 meeting were approved on a motion by Tracy Martorana, seconded by Lynda Lowe, and carried unanimously.

**Treasurer's Report:** Attached. The board approved a journal entry moving PILOT money from the tax income line to the PILOT income line. This was approved on a motion Michael Iten, seconded by Tracy Martorana and carried unanimously.

**Approval of Bills:** Bills for January, totaling \$31,131.53 were approved on a motion by Lynda Lowe, seconded by Tracy Martorana, and carried unanimously.

**Director's Report:** Attached.

**Old Business:**

- **Facilities:** Betsy Halvorsen and Lynda Lowe had a facilities meeting on January 7. There was discussion about concerns with the contracted cleaners. The district is having the same issues as the library. The leak down by the card catalog will be repaired. The district is still looking for site plans for the library.

**New Business:**

- **Audit:** Betsy Halvorsen shared the audit report from Allied Financial. There was nothing of note and no concerns.
- **Budget 2026-2027 Discussion:** Betsy Halvorsen let the board know a draft budget will be ready for the next board meeting. Several increases will happen across the budget as health insurance has another 20% plus increase and property insurance is also continuing to rise with huge increases each year.
- **Photography Policy:** The board determined that the Director can make case-by-case decisions when requests for formal photography sessions in the library are made.
- **ADP/RMP:** Betsy Halvorsen shared concern over increasing costs from Paychex to run payroll. Betsy received two quotes from companies that come in significantly cheaper than Paychex. The board will push this decision to a later meeting and Betsy will talk to area libraries to see who they use/get references.

**Other**

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The meeting was adjourned at 6:07 pm on a motion by Tracy Martorana.