

The April 8, 2026 meeting of the Library Board of Trustees was called to order at 5:01 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 March 12, 2026 meeting were approved on a motion by Lynda Lowe, seconded by Lora Allen, and carried unanimously.

Treasurer's Report: Attached.

Approval of Bills: Bills for April, totaling \$8,158.46 were approved on a motion Tracy Martorana, seconded by Lora Allen, and carried unanimously. Betsy did share that a few bills had not arrived yet, including the credit card bill, and Stephanie would have to come back to write out a couple of checks between meetings.

Director's Report: Attached.

Old Business:

- **Facilities:** Betsy Halvorsen reported that State Ed approved the waterproofing/bathroom plans and the school is currently taking bids. Once the bidding processes is complete work will begin. The Library will have to be closed at least one day while the bathrooms are being re-piped.
- **Draft Budget 2026-2027:** Betsy Halvorsen presented an updated draft budget. The board asked that the amounts for the trust funds be swapped, 5,000 be added to the Woodward trust, and 5,000 deducted from retained earnings. Betsy Halvorsen made these changes and the board reviewed the budget. Whereas, the adoption of this 2026-2027 budget for the Woodward Memorial Library requires a tax levy increase that exceeds the tax cap imposed by state law as outlined in General Municipal Law Section 3-c adopted in 2011; and Whereas, General Municipal Law Section 3-c expressly permits the library board to override the tax levy limit by a resolution approved by a vote of sixty percent of qualified board members; now therefore be it Resolved, that the Board of Trustees of the Woodward Memorial Library board voted and approved to exceed the tax levy limit for 2026-2027 by at least sixty percent of the board of trustees as required by state law on 4/8/26. The motion to exceed the tax cap, levying a 3% increase, was made by Michael Iten, seconded by Lora Allen, and carried unanimously. The budget for 2026-2027 was approved on a motion by Tracy Martorana, seconded by Lynda Lowe and carried unanimously.
- **Vacation/Sick Policies:** The board approved the updated Vacation Policy on a motion by Lynda Lowe, seconded by Tracy Martorana, and carried unanimously. The board approved the updated Sick Policy on a motion by Lora Allen, seconded by Michael Iten, and carried unanimously.

New Business:

- Museum Pass Policy Review: The board reviewed the Museum and Park Pass Policy and approved the updated version on a motion by Tracy Martorana, seconded by Lynda Lowe and carried unanimously.
- Meeting Room Policy Review: The board reviewed the Meeting Room Policy and approved the updated version on a motion by Lynda Lowe, seconded by Michael Iten, and carried unanimously.
- Photography and Filming in the Library Policy: Betsy Halvorsen presented the Photography and Filming in the Library Policy. The board asked if this was a new policy. Betsy confirmed that it is a new policy. The existing policy only pertains to news media and will be renamed News Media Photography and Filming in the Library. The board adopted the new Photography and Filming in the Library Policy on a motion made by Lora Allen, seconded by Tracy Martorana, and carried unanimously.
- Tax Cap Resolution: covered under budget bullet point

Other

- Annual Report: Betsy shared the annual report summary for 2025 with the board. The board approved the report on a motion by Tracy Martorana, seconded by Lynda Lowe, and carried unanimously.

The meeting was adjourned at 6:13 pm on a motion by Michael Iten.