The November 10, 2026 meeting of the Library Board of Trustees was called to order at 5:02 p.m. Members present were Lora Allen, Lynda Lowe, Tracy Martorana, and Mary Young. Also present was Betsy Halvorsen.

Public Comment: No one for public comment.

Executive Session: No executive session.

Minutes: The minutes of the October 14, 2026 meeting were approved on a motion by Lynda Lowe, seconded by Tracy Martorana, and carried unanimously.

Treasurer's Report: Attached.

Approval of Bills: Bills for November, totaling $57,947.13 were approved on a motion Tracy Martorana, seconded by Lora Allen, and carried unanimously.

Director's Report: Attached.

Old Business:

- Facilities/Construction: Betsy Halvorsen shared the broken back door window has been replaced. The bathrooms will be getting a final floor coating on Wed. 11/11 when the Library is closed. The hope is a final coat will make the floor look a little better.
- Evaluations: The board requested that Betsy do a formal evaluation for Melissa and verbal evaluations for the other staff on their anniversaries as an opportunity to formally touch base. The board will send Betsy a self-evaluation to be done in November and discussed in December. This will help as the library enters the budget season.
- Cole Adams Follow-up: Betsy shared that Cole will be sending a memo after 11/16 to address the question asked by the board.
- Website Terms of Use and Privacy Policy: The Website Terms of Use and Privacy Policy was adopted on a motion my Tracy Martorana, seconded by Lynda Lowe and carried unanimously.

New Business:

- Retention Policy Review: Betsy shared an updated Retention Policy which changed the current policy so that library card applications are retained for 3 years past expiration/inactivity instead. The updated policy was approved on a motion by Lora Allen, seconded by Lynda Lowe and carried unanimously.

Other

- Betsy will speak with the new executive director of Nioga to set up a meeting with the WML Board of Trustees.

The meeting was adjourned at 6:04 pm on a motion by Lora Allen.