

MINUTES

WESTBURY MEMORIAL PUBLIC LIBRARY

2025 Library Budget Hearing **April 1, 2025 at 7:00 PM**

A meeting of the Board of Trustees of the Westbury Memorial Public Library was held on April 1, 2025 to discuss the proposed 2025-2026 Library Budget.

The following Trustees were present constituting a quorum:

Tyeisha Marshall – President
Carmen Lloyd – Trustee
Simone Eason – Trustee

Also Present:

Tracy Horodyski – Director
Lynn Graf - Principal Account Clerk
Adina Gunsburg – Assistant to the Director

Absent With Notice:

Judy Gerrard – Vice President

Present via ZOOM:

Alex Nunez – Trustee

Public Present:

Michella Abbatiello, President, Carle Place Library Board
Ray Muntz
Joshua Smith, NLS Trustee

CALL TO ORDER

Upon motion by Trustee Eason and seconded by Trustee Lloyd, the meeting was called to order by President Marshall at 7:11 pm.

OPEN DISCUSSION

Upon opening the meeting President Marshall turned the discussion over to Director Horodyski to review the proposed 2025-2026 Library Budget.

Director Horodyski discussed each line in the proposed budget, with key points being made regarding any changes from the prior year.

The entire budget line for Overdrive/Libby was moved from the Audio-Visual line to the Books category. Monies were distributed from the Adult and Children's book lines to the Overdrive/Libby line in order to account for the uptick in ebook usage. The budget for both Overdrive/Libby and Hoopla went up as there is a high demand for Audio-Books which are available through both platforms, with the Library trying to better meet the demands of the community.

There are other Expense lines which see an increase as well, such as the Programming & Supplies: Adults, as the vendor and supplies costs have risen and the Library is hoping to expand some of the larger programs, such as celebrating America's 250th anniversary in July 2026 with an outdoor picnic day. .

Under Building Expenses, Cleaning Supplies and Service Contracts have gone up as the costs in these areas have risen.

The Renovations line has also gone up as the Library plans to make some updates. Mentioned was swapping out the water fountain to a bottle-filling station for sanitary reasons, adding an art installation hanging system for the Children's Library's artwork, and completing updates to parking lot light fixtures to LED for cost savings. We are hoping to offset the costs of the parking lights with either PSEG rebates or through a grant request through Senator Bynoe's office.

The Technology section of Expenses is also projected to change slightly as Service Contracts are expected to rise, and Software is expected to lower, as the Library's software was recently updated. The largest increase in the Service Contracts line is to lease a commercial printer for our in-house newsletters. This is still a less expensive project than going back to printing offsite.

The Publicity & Newsletter Expense line was also discussed, as all banners and give-away items have been more appropriately allocated to this line, and removed from various Office Expense categories.

A new budget line was added titled Office Supply Furniture to account for larger purchases of expensive furniture over \$1000. This was recommended by the Library accountant.

The Westbury Historical Society Cottage projected expense has gone down as they recently updated their technology with funding from prior budgets, and as a result, the anticipated funding has been reduced.

The Integrated Library Systems (ILS) went down as they managed to reduce their spending based on updating their internet company.

Professional: Counsel expenses are expected to rise as the Library enters staff negotiations.

Most of the Revenues categories have stayed stagnant, although revenue from the Carle Place District Contract has gone up due to a change in the number of residents based on the most recent census data. The Carle Place contract was recently renewed for another 5 years.

At the last Meeting of the Board of Trustees, a motion was approved to adjust the revenue to be raised by taxes by 2% to accommodate a standard Cost of Living increase.

Approval of Proposed Library Budget 2025 – 2026

Upon motion by Trustee Lloyd, seconded by Trustee Eason it was RESOLVED, that the Westbury Memorial Public Library Board of Trustees moved to approve the proposed 2025 – 2026 Budget.

VOTE: Yes – 3 (Marshall, Lloyd, Eason)

MOTION CARRIED UNANIMOUSLY

ADJOURNMENT

Upon motion by Trustee Eason and seconded by Trustee Lloyd, the meeting was adjourned by President Marshall at 7:35 pm.

Respectfully,

Adina Gunsburg
Assistant to the Director

BOARD OF TRUSTEES:

Tyeisha Marshall, President: _____

Judy Gerrard, Vice President: _____absent_____

Carmen Lloyd: _____

Simone Eason: _____

Alex Nunez: _____absent_____