

A Regular meeting of the Wauseon Public Library was held on 1/13/2026 in the Wauseon Public Library Board Room and called to order by President Jo Bruner at 6:13 pm. President Bruner took roll call. Board members present were Ann Oberski Tracy Behrman, Jo Bruner, Carolyn Manchester, Katey Maloney, and Tammy Allison; additionally, Dan Baldwin, Director; Doug Wheaton, Jr., Operations and Personnel Manager, and Jen Basselman, Fiscal Officer. Absent: Sheila Gruenhagen.

Public comment: Troy Armstrong, Superintendent Wauseon Schools and John Kahmann Wauseon Schools.

Motion to enter Executive Session at 6:21 PM to discuss matters to be kept confidential. Motion: Ann Oberski. Second: Tracy Behrman. Aye: All. Opposed: None.

Motion to exit Executive session declaring no action taken. Motion: Ann Oberski. Second: Tracy Behrman. Aye: All. Opposed: None.

Executive session exited at 6:42 PM.

Motion to approve the 12/9/2025 Regular meeting minutes as corrected. Motion: Tammy Allison. Second: Ann Oberski. Aye: All. Opposed: None.

Motion to approve the December 2025 financial reports. Motion: Ann Oberski. Second: Katey Maloney. Aye: All. Opposed: None.

The following donations were received: Anonymous patron donated 14 Large Print Books. Kenzie Keene donated 2 books "Parable the Sower" by Octavia E. Butler, and "Titus Andronicus" by William Shakespeare Move to accept the donations made to the Wauseon Public Library as presented. Motion: Tracy Behrman. Second: Ann Oberski. Aye: All. Opposed: None.

Personnel Committee:

Discussion of the community request that we stay open to accommodate book clubs that run from 6:30 until close at 8:00. Baldwin read a letter addressed to the board from patron Amber Yocom.

Motion to update the hours of operation to change Tuesday and Thursday from 10a-6p to 11a-8p. Motion: Ann Oberski. Second: Tracy Behrman. Aye: All. Opposed: None.

Facilities and Equipment:

Discussion of options to dispose of the hot spots and tablets. Baldwin suggested reaching out to the school district; various shelters; give some away as SRP prizes.

Baldwin stated that Trane HVAC installed the new Trane HVAC controller on Wednesday, January 7, 2026. Will be creating log-in credentials for Dan and Doug to log in remotely to the HVAC system.

Finance/Audit/Records Retention:

Meeting on January 29, 2026, to finalize the budget.

Policies and Strategic Planning:

Starting a new 501c3

Old Business

New Business

Motion to update the Operations and Personnel Manager Job Description granting authority to spend funds for urgent needs only when the Director is not available and in consultation with a board officer. Motion: Tammy Allison. Second: Ann Oberski. Aye: All. Opposed: None.

Motion to renew credit card issuance to the Director and the Fiscal Officer as outlined in the credit card policy. Motion: Tammy Allison. Second: Ann Oberski. Aye: All. Opposed: None.

Motion to adjourn made by Tracy Behrman. Second: Ann Oberski. Aye: All. Opposed: None. Meeting adjourned at 7:17 pm.

Respectfully submitted, Dan Baldwin, Director.