

A Regular meeting of the Wauseon Public Library was held on 6/11/24 in the Wauseon Public Library Board Room and called to order by President Ann Oberski at 6:00 pm. President Oberski took roll call. Board members present were Ann Oberski, Tracy Behrman, Jo Bruner, Roger Wyman, Tammy Allison and Carolyn Manchester additionally, Dan Baldwin, Head Librarian; Mackenzie Keene, Children's Librarian; Jen Basselman, Fiscal Officer. Absent: Sheila Gruenhagen.

Guests present: Sonya Huser and Emily Short.

Public comment: None.

Motion to approve the meeting minutes for the Regular Meeting on 5/14/2024 made by Jo Bruner. Seconded by Roger Wyman. Aye: Ann Oberski, Tracy Behrman, Jo Bruner, , Roger Wyman, Tammy Allison and Carolyn Manchester; Opposed: None; Abstain: None.

Motion to approve the May 2024 Financials made by Tammy Allison. Seconded by Tracy Behrman. Aye: Ann Oberski, Tracy Behrman, Jo Bruner, Roger Wyman, Tammy Allison and Carolyn Manchester; Opposed: None; Abstain: None.

The following donations were received: Paul zumFelde donated a quilt sculpture to be placed in the outside area on the west end of the building; Sue Pike \$100.00; Wauseon Machine & Manufacturing \$164.77 and combined snack donations \$22.26. Motion to accept donations made by Tracy Behrman. Seconded by Jo Bruner. Aye: Ann Oberski, Tracy Behrman, Jo Bruner, Roger Wyman, Tammy Allison and Carolyn Manchester; Opposed: None; Abstain: None.

Personnel Committee: Motion to enter executive session to discuss personnel matters to be kept confidential made by Jo Bruner. Seconded by Carolyn Manchester. Aye: Ann Oberski, Tracy Behrman, Jo Bruner, Roger Wyman, Tammy Allison and Carolyn Manchester; Opposed: None; Abstain: None.

Executive Session entered at 6:24 pm.

Motion to exit executive session declaring no action taken made by Jo Bruner seconded by Ann Oberski. Aye: Ann Oberski, Tracy Behrman, Jo Bruner, Roger Wyman, Tammy Allison and Carolyn Manchester. Opposed: None; Abstain: None.

Executive session exited at 6:44 pm.

Facilities and Equipment Committee: Ann Oberski shared the results of the building priority survey. The top two items to address are to hang the Carnegie portrait and securing someone to mount the butterfly sculpture donated by Paul zumFelde in 2023, and to install the quilt sculpture that he will donate soon. The third item is to clean out the storage room.

Finance/Audit/Records Retention Committee: The committee is meeting immediately following this meeting to audit financials.

Policies and Strategic Planning: Jo Bruner presented the General Expectations of Library Employees and the Digital and Social Media policies. Motion to accept the

Digital and Social Media Policy made by Ann Oberski. Seconded by Jo Bruner. Aye: Ann Oberski, Tracy Behrman, Jo Bruner, Roger Wyman, Tammy Allison and Carolyn Manchester; Opposed: None; Abstain: None. Motion to accept General Expectations of Library Employees Policy made by Tracy Behrman. Seconded by Roger Wyman. Aye: Ann Oberski, Tracy Behrman, Jo Bruner, Roger Wyman, Tammy Allison and Carolyn Manchester; Opposed: None; Abstain: None.

There was no Old Business.

Motion to approve the contract with Fitzenrider, Inc. made by Roger Wyman. Seconded by Jo Bruner. Aye: Ann Oberski, Tracy Behrman, Jo Bruner, Roger Wyman, Tammy Allison and Carolyn Manchester; Opposed: None; Abstain: None.

Motion to adopt the updated Wauseon Public Library organization chart made by Tammy Allison. Seconded by Roger Wyman. Aye: Ann Oberski, Tracy Behrman, Jo Bruner, Roger Wyman, Tammy Allison and Carolyn Manchester; Opposed: None; Abstain: None.

Motion to approve the purchase of 10 new hot spots for \$1,500.00 and a monthly fee service fee of \$290.00 through T-Mobile made by Jo Bruner. Seconded by Tammy Allison. Aye: Ann Oberski, Tracy Behrman, Jo Bruner, Roger Wyman, Tammy Allison and Carolyn Manchester; Opposed: None; Abstain: None.

Motion to approve the donation of four discontinued but never used tablets to give as prizes for the Summer Reading Program for 2 Teens and 2 Adults, 8 tablets to be donated to New Horizons School and 8 tablets to be donated to violence shelters in the area made by Jo Bruner. Seconded by Tammy Allison. Aye: Ann Oberski, Tracy Behrman, Jo Bruner, Roger Wyman, Tammy Allison and Carolyn Manchester; Opposed: None; Abstain: None.

Motion to enter executive session to discuss matters to be kept confidential made by Tammy Allison. Seconded by Tracy Behrman. Aye: Ann Oberski, Tracy Behrman, Jo Bruner, Roger Wyman, Tammy Allison and Carolyn Manchester; Opposed: None; Abstain: None.

Executive Session entered at 7:27 pm.

Motion to exit executive session declaring no action taken made by Jo Bruner seconded by Ann Oberski. Aye: Ann Oberski, Tracy Behrman, Jo Bruner, Roger Wyman, Tammy Allison and Carolyn Manchester. Opposed: None; Abstain: None.

Executive session exited at 7:45 pm.

Motion to adjourn made by Carolyn Manchester. Seconded by Roger Wyman. All in favor: Ann Oberski, Tracy Behrman, Jo Bruner, Roger Wyman, Tammy Allison and Carolyn Manchester. Opposed: None; Abstain: None.

Meeting adjourned at 7:45 pm.

Respectfully submitted, Jen Basselman, Fiscal Officer