

A Regular meeting of the Wauseon Public Library was held on 11/12/24 in the Wauseon Public Library Board Room and called to order by President Ann Oberski at 6:01 pm. President Oberski took roll call. Board members present were Ann Oberski, Tracy Behrman, Jo Bruner, Tammy Allison, Sheila Gruenhagen, Carolyn Manchester and Katey Maloney; additionally, Dan Baldwin, Director; Jen Basselman, Fiscal Officer.

Public comment: None.

Motion to approve the meeting minutes for the Regular Meeting on 10/8/2024 made by Sheila Gruenhagen. Seconded by Tammy Allison. Aye: Ann Oberski, Tracy Behrman, Jo Bruner, Tammy Allison, Sheila Gruenhagen, Carolyn Manchester and Katey Maloney; Opposed: None; Abstain: None.

Motion to approve the meeting minutes for the Special Meeting on 10/23/2024 with corrections made by Jo Bruner. Seconded by Tammy Allison. Aye: Ann Oberski, Tracy Behrman, Jo Bruner, Tammy Allison, Sheila Gruenhagen, Carolyn Manchester and Katey Maloney; Opposed: None; Abstain: None.

Motion to approve the October 2024 Financials made by Jo Bruner. Seconded by Tammy Allison. Aye: Ann Oberski, Tracy Behrman, Jo Bruner, Tammy Allison, Sheila Gruenhagen, Carolyn Manchester and Katey Maloney; Opposed: None; Abstain: None.

The following donations were received: Snack donations: \$63.58; Fernando Perez: 9 boxes of Goldfish crackers; Victoria Oberla: "When Calls the Heart" DVD; Carol Tiffany: 3 bags of books; Jim Smith: 6 William Johnstone books; Sue DeRoth: 3 mystery books; Rosie Case: "The Best of James Herriot" collection of stories; Carolyn Short Trust: \$1,398.67. Motion to accept donations made by Sheila Gruenhagen. Seconded by Tammy Allison. Aye: Ann Oberski, Tracy Behrman, Jo Bruner, Tammy Allison, Sheila Gruenhagen, Carolyn Manchester and Katey Maloney; Opposed: None; Abstain: None.

Personnel Committee: The committee met with Basselman to review recommendations for 2025 wages.

Facilities and Equipment: Baldwin reported that Lee Bruner completed several maintenance projects. Behrman asked why the Carnegie portrait was hung so high making it difficult to read the attached plaque. Baldwin explained that it was to keep the portrait out of the reach of patrons.

Finance/Audit/Records Retention: The committee met on 11/4/2024 to review the 2025 draft budget and quarterly financials.

Policies and Strategic Planning: Basselman shared that she, Baldwin, Keene are in the process of reviewing all job descriptions and will present these to the committee for review when they are completed.

Old Business

Motion for a resolution to accept Dr. Galani's \$130,000 donation that stipulated the donation was for the sole purpose of purchasing the following parcels: 06-017016-00.000 E. Elm St.; 06-016852-00.000 Marshall St; 06-016853-00.000 Marshall St.; and 06-016856-00.000 416 E. Elm St. for the building of a future library with the initial goal

of completion by December 31, 2030 made by Jo Bruner. Seconded by Sheila Gruenhagen. Aye: Ann Oberski, Tracy Behrman, Jo Bruner, Tammy Allison, Sheila Gruenhagen, Carolyn Manchester and Katey Maloney; Opposed: None; Abstain: None.

Motion for a resolution to enter into a contract agreement to proceed with the purchase of the following parcels: 06-017016-00.000 E. Elm St.; 06-016852-00.000 Marshall St.; 06-016853-00.000 Marshall St.; and 06-016856-00.000 416 E. Elm St. made by Jo Bruner. Seconded by Sheila Gruenhagen. Aye: Ann Oberski, Tracy Behrman, Jo Bruner, Tammy Allison, Sheila Gruenhagen, Carolyn Manchester and Katey Maloney; Opposed: None; Abstain: None.

Motion for a resolution to give Ann Oberski permission to enter into a contract agreement on behalf of the Wauseon Public Library Board of Trustees for the purchase of the following parcels: 06-017016-00.000; 06-016852-00.000; 06-016853-00.000; and 06-016856-00.000 made by Tracy Behrman. Seconded by Carolyn Manchester. Aye: Tracy Behrman, Jo Bruner, Tammy Allison, Sheila Gruenhagen, Carolyn Manchester and Katey Maloney; Opposed: None; Abstain: Ann Oberski.

Manchester shared information on the content of both Mission and Vision Statements. After some discussion, the Board agreed to table the conversation until 2025.

New Business

There was a request for the purchase of a desk chair with lumbar support for Doug Wheaton. Bruner asked what efforts had been made to accommodate Doug without making a new purchase. Baldwin reported that Doug just reported to him that his use of an existing chair provides him with the support that he needs. No purchase is requested currently.

Motion to enter into Executive Session for the discussion of 2025 wages made by Tracy Behrman. Seconded by Ann Oberski. Aye: Ann Oberski, Tracy Behrman, Jo Bruner, Tammy Allison, Sheila Gruenhagen, Carolyn Manchester and Katey Maloney; Opposed: None; Abstain: None.

Executive Session entered at 6:39 pm.

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

Executive session exited at 6:45 pm.

Motion to rescind the appointment of Mackenzie Keene as Interim Assistant Director with an additional hourly stipend of \$1.50 and appoint Mackenzie Keene as Head Librarian with an additional hourly stipend of \$.60 effective 11/13/2024 made by Tracy Behrman. Seconded by Tammy Allison. Aye: Ann Oberski, Tracy Behrman, Jo Bruner, Tammy Allison, Sheila Gruenhagen, Carolyn Manchester and Katey Maloney; Opposed: None; Abstain: None.

Motion to approve the 2025 staff wages as presented by the Personnel Committee made by Jo Bruner. Seconded by Tracy Behrman. Aye: Ann Oberski, Tracy Behrman, Jo Bruner, Tammy Allison, Sheila Gruenhagen, Carolyn Manchester and Katey Maloney; Opposed: None; Abstain: None.

Baldwin shared that he is asking for quotes for lawn care and snow removal for the new property. Baldwin also shared a recap of Children's Department programming from Mackenzie Keene. Oberski asked Dan to email that information to all Board members for their review. Baldwin, on behalf of himself and staff, invited the Board to attend the annual Christmas breakfast which will be held on December 20 at 8:00 am at The Table on Fulton.

Motion to adjourn made by Tracy Behrman. Seconded by Sheila Gruenhagen. All in favor: Ann Oberski, Tracy Behrman, Jo Bruner, Tammy Allison, Sheila Gruenhagen, Carolyn Manchester and Katey Maloney. Meeting adjourned at 7:00 pm.

Respectfully submitted, Jen Basselman, Fiscal Officer