

A Regular meeting of the Wauseon Public Library was held on 2/11/2025 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, Jo Bruner, Sheila Gruenhagen, Carolyn Manchester and Katey Maloney; additionally, Dan Baldwin, Director; Jen Basselman, Fiscal Officer; Absent: Tracy Behrman and Tammy Allison.

Public comment: None.

The Oath of Office was administered to Jo Bruner.

Motion to approve the meeting minutes for both the Annual Organizational and Regular Meetings on 1/14/2025 made by Carolyn Manchester. Seconded by Ann Oberski. Aye: All. Opposed: None.

Motion to approve the January 2025 Financials made by Jo Bruner. Seconded by Sheila Gruenhagen. Aye: All. Opposed: None.

The following donations were received: Snack donations: \$8.68; Sue DeRoth: "The Secret Letter" by Mary Blount Christian; Amber McWatters: "Ripe" by Sarah Rose Etter and "Going Back" by Andrea vonTreuenfeld. Motion to accept donations made by Sheila Gruenhagen. Seconded by Carolyn Manchester. Aye: All. Opposed: None.

The Oath of Office was administered to Tammy Allison upon her arrival at 6:18 pm.

Personnel Committee: The Fiscal Officer annual evaluation will be due in April.

Facilities and Equipment: Ann Oberski volunteered that she and her husband are available to help organize the storage room.

Finance/Audit/Records Retention: The Audit Committee met ahead of this meeting to review quarterly financials. There were no concerns.

Policies and Strategic Planning: Nothing to report.

Old Business

Aaron Short took final measurements for the bookshelves that he is building for the Large Print books.

Baldwin provided staff with updated Employee Handbooks containing the new Personnel Policies. Bruner requested that all staff re-sign the Social Media Policy Acknowledgement.

It was suggested to set a date to update the Mission and Vision statements. The board agreed to continue discussions within regular board meetings.

Bruner asked about the status of the outstanding insurance claim. Baldwin responded that this is still being reviewed.

New Business

Baldwin informed the board of a teen patron who is being banned from the library for continued infractions against Patron Rules. The teen will be suspended from accessing the library from 2/6/2025 until 3/6/2025. Baldwin will present the teen with this information when he is next in the library. As part of explaining the library rules, both Baldwin and Oberski will meet with the teen and his parents.

The sunlight coming through the east-facing windows continues to bother patrons who are using library computers. Motion to approve the purchase of black sheer curtains and tension rods for the glass wall at a total cost of \$116.00 made by Jo Bruner. Seconded by Ann Oberski. Aye: All. Opposed: None.

Motion to approve the purchase of two new desktop computers for Amber McWatters and Doug Wheaton at a cost of \$730.00 each made by Jo Bruner. Seconded by Sheila Gruenhagen. Aye: All. Opposed: None.

Baldwin shared the weeded books are being sent to libraries who lost books in the recent hurricanes in North Carolina. Oberski requested that Baldwin submit this story to the local newspaper.

Motion to adjourn made by Ann Oberski. Seconded by Carolyn Manchester. All in favor. None opposed. Meeting adjourned at 6:42 pm.

Respectfully submitted, Jen Basselman, Fiscal Officer