

A Regular meeting of the Wauseon Public Library was held on 4/8/2025 in the Wauseon Public Library Board Room and called to order by President Ann Oberski at 5:59 pm. President Oberski took roll call. Board members present were Ann Oberski, Tracy Behrman, Sheila Gruenhagen and Carolyn Manchester and; additionally, Dan Baldwin, Director; Jen Basselman, Fiscal Officer; Absent: Tammy Allison, Jo Bruner and Katey Maloney.

Public comment: None.

Motion to approve the 3/11/2025 Regular meeting minutes made by Sheila Gruenhagen. Seconded by Tracy Behrman. Aye: All. Opposed: None.

Motion to approve the March 2025 Financials made by Carolyn Manchester. Seconded by Ann Oberski. Aye: All. Opposed: None.

The following donations were received: Snack donations: \$30.96; Joe Schmidt: 200 bottles of acrylic paint that belonged to his late wife, Cheryl; David and Megan Moll: Peggy Pig Racetrack; Renne Allan: art sculpture. Motion to accept donations made by Sheila Gruenhagen. Seconded by Tracy Behrman. Aye: All. Opposed: None.

Personnel Committee: The Fiscal Officer annual evaluation was handed out to those present and will be emailed to those absent and is to be completed for the May 2025 Meeting.

Facilities and Equipment: Baldwin reported that the flooring behind the circulation desk is buckling and has been secured with clear tape. He was asked to contact Gearig Floors in Wauseon to assess the damage and possible repair options. Baldwin also reported that Lee Bruner had installed the black sheer curtains purchased to block the sun on the south wall, mounted the box that holds the drug overdose materials and fixed the transformer on the front door.

Finance/Audit/Records Retention: The updated Records Retention schedule has been approved by the state. Basselman reported that she will be destroying payroll records from 1989-2018 based on these updates along with other appropriate records. Basselman will provide hard copies to all board members at the May meeting.

Policies and Strategic Planning: Oberski shared updates on two options for a 501c3 organization which are The Wauseon Area Foundation or having the library form its own. The consensus was that the library board would pursue forming its own nonprofit organization to coordinate and collect fundraising.

Old Business

The Board tabled setting a meeting date for further discussion on the Mission and Vision statements.

Baldwin shared that Les Barnhart contacted him to discuss fundraising efforts for a new library building. A meeting will be set to further discuss options.

New Business

Baldwin shared that Delta Public Library gave three Launchpad Educational Tablets for patrons to check out for two weeks with a \$25.00 refundable security deposit.

Motion to approve Jennifer Basselman to attend the Ohio Library Council CPIM (Center for Public Investment Management) – Public Library Fiscal Officer Conference on May 1 and 2 made by Ann Oberski. Seconded by Tracy Behrman. Aye: All. Opposed: None.

Motion to approve disposing of the book sanitizer at the main floor circulation desk which is no longer able to be maintained made by Tracy Behrman. Seconded by Ann Oberski. Aye: All. Opposed: None.

There was discussion about potential landscaping companies to maintain the lawn at the new property during the mowing season this year. Decisions were tabled until the May meeting so that Baldwin can gather additional information to present to the board.

Motion to enter executive session to discuss personnel matters made by Tracy Behrman. Seconded by Sheila Gruenhagen. Aye: All. Opposed: None. Executive Session entered at 6:32 pm.

Motion to exit executive session declaring no action taken made by Carolyn Manchester. Seconded by Sheila Gruenhagen. Aye: All. Opposed: None.

Executive session exited at 6:38 pm.

Motion to end probation per the Personnel Committee recommendation returning Connie Fry to regular status and approving a one-time loyalty bonus of \$200.00 and a \$.50/hour increase beginning with the May 11, 2025 pay period made by Ann Oberski. Seconded by Tracy Behrman. Aye: All. Opposed: None.

Motion to enter executive session to discuss matters to be kept confidential made by Sheila Gruenhagen. Seconded by Tracy Behrman. Aye: All. Opposed: None. Executive Session entered at 6:40 pm.

Motion to exit executive session declaring no action taken made by Tracy Behrman. Seconded by Ann Oberski. Aye: All. Opposed: None.

Executive session exited at 7:05 pm.

Motion to put a 1-mill renewal levy on the November 4, 2025 ballot made by Sheila Gruenhagen. Seconded by Carolyn Manchester. Aye: All. Opposed: None.

Motion to adjourn made by Tracy Behrman. Seconded by Sheila Gruenhagen. All in favor. None opposed. Meeting adjourned at 7:06 pm.

Respectfully submitted, Jen Basselman, Fiscal Officer