

- The regular monthly meeting of the Board of Trustees of the Pottawatomie Wabaunsee Regional Library was held on Wednesday, April 29, 2026 at the PWRL St. Marys Headquarters Library.
- CALL TO ORDER: Chairman Alice Hinck called the meeting to order at 4:07 p.m. Peggy Adams was Secretary. Others present were Board Members Bill Flannigan, Lela Riley and Alicia Matson, Genevieve Hagenmaier, Bookkeeper/Secretary, Judith Cremer, Director, Terry Force, Pottawatomie County Commissioner, Jim McGregor, Wabaunsee County Commissioner.
- PUBLIC COMMENT: None.
- APPROVAL OF THE CONSENT AGENDA: Bill Flannigan moved that the Board approve the consent agenda, including the approval of minutes of the March 25, 2026 board meeting, correspondence and communication, report of the treasurer, approval of the March financial reports and payment of the April bills. Lela Riley seconded the motion and the motion carried.
- NCKL REP. REPORT: An NCKL Directors meeting was held Wednesday, April 22, via Zoom.
- There was discussion about House Bill 2539 dealing with the process for appointing or electing Library Board Members. House Bill 2769 was also discussed. This bill introduces potential changes to Board residential requirements.
- DIRECTORS REPORT: An open house / volunteer appreciation event was held at the St. Marys Headquarters Library on Friday, April 10 to recognize the efforts made to complete the carpet and tile project completed at that location. Staff presented commemorative tumblers to the people who helped to get the job done. Those honored included 11 members of the St. Marys City work crew, 4 adult volunteers, and 15 young patrons who lent their time and energy to the endeavor.
- The Library invited residents from the manor to join the celebration. Historical photos were displayed, along with a brief history of the library compiled by Maurice Cordell, the St. Marys City Manager.
- Also on Friday, April 10, The PWRL Onaga Branch Librarian reported that the roof on the building next to the Onaga Branch Library collapsed. A brick wall on our side provided some protection to our building, but the wall shared with the café on the other side sustained serious damage. Shared roofing connections between multiple buildings in that block create a danger of further collapse. The city of Onaga owns the damaged building and they have hired a structural engineer to oversee cleaning up the property. There are new leaks in our building. Our building owner is working on plans for working with insurance and getting the roof fixed.
- The issue of staff dress code was recently addressed. Verbal explanations were given to staff supervisors and written guidelines explaining the policy were provided to all staff members.

- A regular meeting with Administrative and Branch Staff will be held on Friday, May 8. The Mandatory Summer food training with Catholic Charities will be done at this meeting. Detailed instructions outlining the steps to prepare for the annual Summer Reading Program have been sent to all staff. Program details for this annual event will be finalized for all locations at this meeting.
- A plan is being developed to create a native plant and butterfly garden in the second pocket park area behind the St. Marys Headquarters Library. A representative from the St. Marys Garden Club has agreed to volunteer some labor to help prepare the ground.
- The Alma Branch Librarian is seeking additional quotes for a sign to be placed across the front of the Alma Branch Library building. The Board approved up to \$400 in November 2025 to paint the Library Name on the building but the selected vendor is no longer able to do this work. The cost for vinyl letters is now being explored.
- Jordan Abitz, the Onaga Branch Librarian, has been notified that the book she wrote, *The Magic of Light*, has been selected as one of the 15 titles awarded the honor of being added to the Kansas State Library Kansas Notable Book List in 2026. Titles on this list represent the best writers and writing from Kansas and it is a tremendous honor to be included. Authors will be recognized at an award ceremony given as part of the Kansas Book Festival events in September.
  
- UNFINISHED BUSINESS:  
ST. MARYS - ADVISORY COMMITTEE: The St. Marys Advisory Committee met on Friday April 17, 2026. The monthly new book list was emailed to the St. Marys City Clerk to be given the St. Marys City Commissioners.
- Judith gave the Advisory Committee an update on the St. Marys building project and details about the open house and volunteer recognition events held on May 10.
- The next St. Marys Advisory Committee Meeting is scheduled for Friday, May 15.
  
- TOPICS FOR BOARD DISCUSSION – Judith reported that she will be working on updates to the PWRL Library personnel policy. She will send out a draft as soon as time allows.
  
- VEHICLE REPLACEMENT CD: The CD intended for replacement of PWRL's 2012 Dodge Grand Caravan was redeemed as discussed and the funds deposited, along with the \$500 budgeted for vehicle replacement in 2026, into the Bank of the Flint Hills checking account. The balance available is \$27,842.85.
- Judith reported that she visited Briggs Auto in Manhattan on March 26 to look at the used Ford Transit Vans they have available for sale. The 2022 Ford Transit Connect seemed like the best option. It has back seats that fold down to make a solid floor. This is important in order to accommodate the regular transport of books, supplies, and equipment that the Library moves on a daily basis. The vehicle has just over 75,000 miles on the odometer and gets 24-28 miles per gallon. The asking price is 18,995 and some discounts may apply.
- The Board asked that Judith investigate of other vehicle purchase options as well as looking at more detailed information on this particular vehicle.

- **BOARD MEMBER POSITIONS:** Alice Hinck's term on the PWRL Board expires April 30. Alice is eligible to be appointed to a second four-year term, and she has said that she is willing to continue on the Board. Confirmation has been received that the Wabaunsee County Commission has re-appointed Alice to a second term on the PWRL Board beginning May 1, 2026 and ending April 30, 2030.
- Judith told the Board she is still working on locating someone to fill Position 1 from the Olsburg area on the PWRL Library Board of Trustees.
- **2025 ANNUAL REPORT:** After discussion, Alicia Matson moved that the Board accept the 2025 Annual Report. Lela Riley seconded the motion and the motion carried. Judith told the Board that she would get the annual report posted on the Library website and sent to all PWRL locations for distribution.
- **2027 LIBRARY BUDGET MEETING:** After a long discussion, Alicia Matson moved to approve the 2027 Library Budget with a General Fund of \$730,113 and an Employee Benefits fund of \$233,469. This represents a 5.45% increase in the General Fund and an overall increase of 13.69%. Lela Riley seconded the motion and the motion carried.
- The increase in the general fund allows for a 3% increase in salary for all PWRL employees approved for 2027.
- It was agreed that the best option to address the lack of health insurance for full time library employees would be to continue to incrementally increase the funding in the Health Insurance Stipend line until the amount is sufficient to provide coverage for full time Library employees under the Kansas non-state employee health insurance plan. At that point, the Health Insurance Stipends paid directly to employees will be removed and the funds will be used to pay for the employer's share of the health insurance premiums for full time staff members.
- **RESOLUTION ON INCREASE:** After discussion, Peggy Adams moved that the Board approve the resolution on increase for the 2027 Library Budget and allow the appropriate officers to sign. Bill Peggy Adams seconded the motion and the motion carried.

#### **NEW BUSINESS**

- **ONAGA & ST. MARYS LEASE AGREEMENTS:**
- After discussion, Bill Flannigan moved to approve the Onaga Lease Renewal as presented. The owner, Annette Cline, has not asked for a rent increase in 2027. The rental amount will remain the same at \$400 per month. Alicia Matson seconded the motion and the motion carried.
- The St. Marys City Commission has agreed not to increase the rent for the building housing the St. Marys Headquarters Library next year. The rent amount will remain at \$1,600 per month in 2027. After discussion, Alicia Matson made a motion to approve the renewal of the lease agreement for the building housing the St. Marys headquarters

library and allow the appropriate officers to sign the agreement when it is received. Lela Riley seconded the motion and the motion carried.

- **NCKL CONTRACT:** Judith presented a draft of the NCKLS contract for 2027. The contract will be finalized at the NCKLS executive committee meeting on May 14. After discussion, Peggy Adams moved that the Board approve the 2027 NCKL Contract and allow the appropriate officers to sign when the contract becomes available. Bill Flannigan seconded the motion and the motion carried.
- **BOARD MEETING DATES FOR 2026:** The regular May Library Board Meeting will be held at 5:30 p.m. at the PWRL St. Marys Headquarters Library on Wednesday, May 27, 2026.
- The budget presentation for the Wabaunsee County Commission is scheduled for Monday, May 4 at 9:30 a.m.
- The budget presentation for the Pottawatomie County Commission is scheduled for Monday, May 18 at 11:20 a.m.
- Board members were invited to attend one or both of these meetings to represent the Library Board and provide support.
- **ADJOURNMENT:** The Board Meeting was adjourned at 7:31 p.m.

Alice M. Hinck  
Chairman

Peggy Adams  
Secretary