

- The regular monthly meeting of the Board of Trustees of the Pottawatomie Wabaunsee Regional Library was held on Wednesday, Aug. 26, 2026 at the PWRL Alta Vista Mini Library.
- CALL TO ORDER: Chairman Alice Hinck called the meeting to order at 5:31 p.m. Peggy Adams acted as Secretary. Others present were Treasurer Bill Flannigan, Board Member Alicia Matson, Lela Riley, and Judith Cremer, Director.
- PUBLIC COMMENT: None.
- APPROVAL OF THE CONSENT AGENDA: Bill Flannigan moved that the Board approve the consent agenda as presented. Included was the approval of minutes of the July 29, 2026 board meeting, correspondence and communication, report of the treasurer, approval of the July financial reports and payment of the August bills. Peggy Adams seconded the motion and the motion carried.
- NCKL REP. REPORT: The NCKL annual meeting will be held on August 27, in Manhattan. The NCKL 2027 Revenue Neutral hearing, Budget hearing, and the presentation of the 2027 NCKL System Plan will be on the agenda.
- DIRECTORS REPORT: Hallie Hatfield has been hired as the new PWRL Alma Branch Librarian. She started her new position with the Library on Monday, August 17. Hallie is a former teacher with a Masters of Library Science Degree. She worked as a school librarian in Wamego for six years prior to being hired in this new position with PWRL.
- After discussion the Board agreed by consensus that Hallie should be given time to complete a professional learning course that trains educators on how to teach reading to our youngest library users. The LETRS training has already been paid for and Hallie will only need four days away from the library to complete the coursework. This allowance is consistent with PWRL's policy on the support of continuing education for library staff members.
- Rochelle Chaney, the full time St. Marys Assistant Branch Librarian, gave her notice. Her last day at the library was on Saturday, August 22. The open position has been posted and several interviews have been scheduled.
- Judith received an inquiry from a previous employee offering to do temporary work. She told the Board she would follow up and explore the possibilities.
- The Eskridge Branch Librarian has continued to voice concern about the stability of the building following the collapse of the rooftop parapet wall at our Eskridge location. Portions of the collection have been boxed and some sections have been covered by tarps to protect the books from damage. The building owner has removed all the rooftop rubble. They plan to rebuild the parapet wall. The PWRL Eskridge Library will be closed on Friday, Aug. 28 to help facilitate this work. Work to repair cracks in the rafters and to replace damaged ceiling tile will need to be completed once the roof work is done.

- Judith talked with the owner of the building housing the PWRL Onaga Branch Library about a request from the City of Onaga to run power from the Library to a set of outdoor speakers. Judith told the Board she had agreed to this with the condition that Library staff will have the ability to use the speakers if we should ever wish to do so. There was also a discussion on the progress of getting a quote to install an outdoor awning on the library building. PWRL received grant funding through the Caring Community Foundation to help pay for the awning. The collapse of the neighboring building delayed the work but this needs to be completed as soon as possible.
- A meeting for full time staff is scheduled for Friday, Aug. 28. The Branch and Mini Librarians will join administrative staff at St. Marys for this meeting. The welcome of two new branch librarians and the retirement of the Alma Branch Librarian are on the agenda. Policy updates, programming calendars, and administrative procedures will be discussed.
- Fall storytime is scheduled to start at all PWRL locations in September. St. Marys will continue to collaborate with USD 321 for their Play Café storytime intuitive on the first Tuesday of each month.
- St. Marys is planning a new afternoon stem club for 3rd – 6th graders. Sessions will be scheduled every other Wednesday afternoon. Two classes will be held each day at 2:00 – 3:15 and 3:45-5:00. USD 321 has agreed to bus students to the library to attend the second session. NASA Ambassador Brenda Page will lead the first two programs and the kids will learn how to program S’phero Robots. The Wamego Public Library has agreed to loan 14 iPads to the Library to be use during this training.
- St. Marys will host a special observe the moon program on Thursday, Sept. 17. Local astronomer Jerelyn Ramirez will lead the program. Multiple telescopes will be made available for public use.
- PWRL will continue to collaborate with St. John Lutheran School at our Alma location. Classes from St. Johns visit the library each Friday.
- The PWRL Onaga branch Library will continue to collaborate with Redbud Plaza Assisted Living and Onaga Health & Rehab on alternating Wednesday for adult programming sessions.
- Judith reported on the status of Erate invoices submitted for the reimbursement of internet costs paid from July 2025 – June 2026 at PWRL’s eight location to five internet service providers. The total cost for internet service during this time was \$10,808.88. PWRL is eligible for reimbursement of 70% of that cost equal to \$7,566.22. The application for reimbursement was submitted 8/14/2026. PWRL has received confirmation that a reimbursement of \$7,191.30 was approved. The approval of the remaining \$374.92 is still under review. These funds will be deposited into the PWRL Capital Improvement Fund under Previous FY–E-rate.
- The Kansas Rural Communities Foundation has announced they will sponsor a match day initiative this year from November 1-15. Donations to PWRL’s fund will be eligible to receive matching funds during this event.

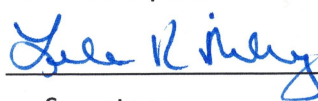
- **UNFINISHED BUSINESS:**
ST. MARYS - ADVISORY COMMITTEE: The St. Marys Advisory Committee met on Friday August 14, 2026.
- Judith gave the Advisory Committee an update on upcoming events.
- There was a discussion on PWRL's 2027 budget and the impact on local property taxes. A typical property in St. Marys estimated a \$4.87 tax increase from 2025 to 2026 for the support of the Regional Library.
- The next St. Marys Advisory Committee Meeting is scheduled for Friday, August 14.
- **2027 LIBRARY BUDGET:** Judith reported on the Pottawatomie County Revenue Neutral Hearing and 2027 Budget Hearing she attended on Monday, August 24. Bill Flannigan also attended the meeting to represent the board. Pottawatomie County Commissioners voted to accept the RNR rates and approve the Pottawatomie County 2027 budget. The Pottawatomie County Financial Administrator sent a letter confirming the appropriation of \$776,273.41 for the Pottawatomie County portion of PWRL 2027 Library Budget the following day.
- The Wabaunsee County Revenue Neutral Hearing is scheduled for Monday, September 14 at 10:00 a.m. Judith will also attend this hearing to answer any potential questions about the PWRL Library Budget.
- **BOARD MEMBER POSITIONS:** Judith told the Board she is still working on recruiting someone to fill Position 1 from the Olsburg area on the PWRL Library Board of Trustees.
- **UNEARTHING A STORY @ THE LIBRARY SUMMER READING / SUMMER FOOD PROGRAM:** Seven PWRL locations participated in the annual Summer Food Program, including Alma, Eskridge, Onaga, Alta Vista, Harveyville, Olsburg, and Westmoreland. Food Service was added at the PWRL Alta Vista location in July. 5,078 meals in total were distributed to children 0-18 in Pottawatomie and Wabaunsee Counties during the 2026 Summer Reading / Summer Food Program.
- Multiple statistical reports providing insight into the activity generated at all PWRL locations during the 2026 Summer Reading / Summer Food Program were shared with the Board.
- **POLICY UPDATES:** Copies of proposed policy changes were distributed. The addition of an organizational chart, a new disciplinary policy, a new employee ethics policy, and an updated policy on personal appearance and grooming were included. After discussion, Lela Riley moved that the Board approve the proposed changes to the PWRL Personnel Policy. Bill Flannigan seconded the motion and the motion carried.
- The Health Insurance Stipend Policy and Memorandum of Understanding were discussed. Bill Flannigan moved that the Board approve updates to the Health Insurance Stipend Policy and Memorandum of Understanding to reflect the increase of the stipend amount to \$900 per month in 2027. Alicia Matson seconded the motion and the motion carried.

NEW BUSINESS

- **NCKL CONTRACT:** PWRL'S 2027 NCKL Contract is on the agenda to be approved at the August 27 NCKL annual meeting. The PWRL Board approved the contract as part of PWRL's 2027 budget discussion, but it still needs to be signed. Copies will be brought to the September Board Meeting so that this task can be completed.
- **BOARD / STAFF FUNCTION:** The Board / Staff function is scheduled to be held at St. Marys at 5:00 p.m. on Tuesday, October 27, prior to the regular October Board Meeting. The Director and Branch Librarians will be traveling to Wichita the following day to attend the Kansas Library Association annual conference. The Board recommended keeping the plans for the Board / Staff function as simple as possible. They suggested that the Branch and Mini Librarians take the lead in planning the event. Judith told the Board she would allow time at the Staff meeting on Friday to start working out the details for the function.
- **BOARD MEETING DATES FOR 2026:** The regular August Library Board Meeting will be held at 5:30 p.m. at the PWRL Westmoreland Mini Library on Wednesday, September 30, 2026.
- **ADJOURNMENT:** The Board Meeting was adjourned at 7:09 p.m.



Chairman



Secretary