

# **Yutan Public Library Board Minutes**

**Monday June 2, 2025 at 6:30 PM Location: Yutan Public Library**

**Notice of meeting was posted at the Post Office, City Office, and the library by Director Laurie Van Ackeren**

**1. Call to Order:**

**a. The meeting was called to order by Secretary Mary Jo Robinson at 6:35 PM. She advised the Open Meeting Act is posted on the east wall. The front door was left unlocked for visitors to enter.**

**2. Roll Call:**

**Mary Kay Arp, Alicia Archer, Jane Scott, and Mary Jo Robinson**

**Absent: Lynn Hapke**

**Also present: Director Laurie Van Ackeren and Librarian Christina Jeffries**

**3. Visitors: none**

**4. Consent Agenda:**

**a. Motion to approve the June Agenda was made by Archer, seconded by Arp Yeas - Arp, Archer, Scott, and Robinson Motion carried 4-0**

**5. Approval of May Minutes ( Minutes were available for inspection)**

**a. Motion to approve May Minutes was made by Archer, seconded by Arp Yeas – Arp, Archer, Scott, and Robinson Motion carried 4-0**

**6. Open Discussion from the public: No Visitors**

**7. Presentation from Guests: No Guests**

**8. Approval of May Financial Claims**

**a. Motion to approve April Financial Claims was made by Arp, seconded by Archer Yeas – Arp, Archer, Scott, and Robinson Motion carried 4-0**

**9. Directors Report:**

**a. Laurie handed out the flyer Responsibilities of Library Board vs Responsibilities of Library Director to each board member. It was decided each member would read this on their own time.**

**b. Stats for May**

**Fines \$ 0 Country Cards \$ 40.00  
Donation from Dixie Trost \$35.00**

**c. Circulation Statistics**

**Check outs – 470  
Member amount saved - \$ 5,955.64  
Over Drive / Libby checkouts -  
Patron visits – Adults 279 Juv 197 Total 476  
Libby checkouts - 221  
Adult Craft Night – 1 average  
Coffee Time – 12 average  
Adult Book Club - 6  
Kids Craft Time – 0  
Toddler Time – Average - 8  
Adult Cookbook Club – 3  
Cookie Decorating Workshop - 0**

**Laurie attended the City Council Meeting on May 20, 2025. She brought up the damaged ceiling tiles in the bathroom, front sidewalk repair, painting the bench in front of the Library, planting grass or sod on the north side and maintenance/weeds on the south side of the building. As of today June 6, nothing has been done to correct the above items.**

**d. Summer Hours– Summer Hours started May 27 and ends August 9**

**e. Summer Events: The Bug Guy, Tween/Teen book club, UNL Ext June 9,10,11,12  
1p-2p for kids entering K through 6<sup>th</sup> grade, Kids Cookbook Club**

**f. Summer Reading Program will end July 31 – Library Staff and Board Members  
will be eligible for door prizes**

**10. Discussion Items:**

- a. Budget Discussion: A preliminary budget was decided on. Laurie will attend Budget Workshops with the City and report back to the Library Board**
- b. The Library Board went into Executive Session at 7:28 PM to discuss Employee Evaluations and possible new employee. Executive Session was ended at 7:44 PM**
- c. Continued discussing the hiring of a sub/floater to fill in. Have had two applicants. Laurie will Interview and decide if she will hire. Wage for Part Time employee when hired will be \$13.50**
- d. A new computer was purchased, but ECS in Elkhorn hasn't been able to upload needed files. Will check with them again or ask the City Administrator to recommend someone.**

**11. Adjournment:**

- a. Motion to Adjourn at 8:10 PM by Archer, seconded by Arp Yeas - Arp, Archer, Scott, and Robinson Motion carried 4-0**

**The next regular Library Board Meeting will be July 7, 2025 at 6:30 PM**

**Respectfully submitted  
Mary Jo Robinson, Secretary**