

Yutan Public Library Board Minutes
Monday, April 6, 2026 at 6:30PM
Location: Yutan Public Library

Notice of meeting was posted at the Post Office, City Office, and the Library by Brandy Bolter.

1. Call to Order
The meeting was called to order at 6:29 PM by President Michelle Dahlhauser. Dahlhauser advised that the Open Meeting Act is posted on the West wall. Dahlhauser also read a meeting code of conduct.
2. Roll Call: Elizabeth Casey, Kelsey Chittenden, Michelle Dahlhauser, and Lynn Hapke were present.
Absent: Dawn Ford
Also present: Director Laurie Van Ackeren
3. Liz Casey read a personal comment regarding meeting efficiency.
4. Consent Agenda:
A motion was made by Hapke to table the March minutes until a correction was considered regarding public comment. Seconded by Chittenden. Yeas-Chittenden, Casey, Dahlhauser, Hapke. No-none.
Motion carried.
5. Bills and Financial Report
Dahlhauser commented that the snails cost the library an hourly wage, and mileage in addition to the cost of the snails. It was motioned by Chittenden to approve the claims, with the exception of the mileage for the snails. Seconded by Casey. Yeas-Chittenden, Casey, Dahlhauser, Hapke. No-none.
Motion carried.

It was requested that Director Van Ackeren scan all receipts and send them to each board member via email by the Wednesday that precedes the board meeting.
6. Open Discussion from the Public
Lesli Pool: commented on the need for respect during the meetings.

Karen Fisher: Shared disapproval of a change in the library hours as well as disapproval of snacks and candy coming out of the Library Foundation funds. Karen also stated that she believes all board members should have and use a library card. Lastly, Karen commended Director Van Ackeren's effort and ability to help patrons.

City Council member Brett Lawton: Thanked Director Van Ackeren and the board and spoke in support of using the city office for Library Board meetings.
7. Action Items
 - a. Emergency and Safety Policy
Motioned by Casey and seconded by Hapke to approve the Emergency and Safety Policy.
Yeas- Chittenden, Casey, Dahlhauser, Hapke. No-none. Motion carried.
 - b. Board meeting location
Hapke motioned to move Library Board Meetings to the city office. Seconded by Casey. Yeas-Chittenden, Casey, Dahlhauser, Hapke. No-none. Motion carried.
8. Discussion Item
 - a. Statutory Requirements for the Library Board Annual Report
Dahlhauser explained that the report given at the city council meeting in January was missing the financial reports. Yutan City Administrator notified to inform that it needs to be included in order to meet state requirements.
 - b. NebrasKard
Director Van Ackeren answered questions and gave clarification regarding the NebrasKard.
This is a free service in which Yutan Public Library is a part of.

- c. Library Hours
Chittenden shared statistics from public libraries across the state of Nebraska that have a similar population as Yutan. Chittenden also shared examples of hours that could be used as a starting point. Dahlhauser spoke on the benefits of consistency of library hours.
- d. Email Policy-The board had no questions regarding the email policy.
- e. Options for Director Report presentation
Chittenden spoke in favor of a template for the directors report. Hapke commented that board members should also stop into the library to witness the happenings.
- f. The new receipt procedure was tabled until more information is provided.

9. Director Report

- a. The March statistics and bibliostat summary, included in the meeting packet, was reviewed by board members.
- b. May Programs and estimated costs
The upcoming programs for the month of May include puzzle night and a wildlife program in addition to the regularly scheduled craft night, book club, and coffee hour. The library will once again partner with Yutan Public Schools for a stuffed animal sleepover for pre-schoolers. Cookies will be donated for this event as government funds cannot be used for food items.
- c. Trainings
AI training in Seward-approved by the board
CASTL Meeting in Tecumseh over InterLibrary Loan- not approved by the board as it is not a program that is popularly utilized.
- d. Director Van Ackeren attended the March CASTL meeting in Wilber. The topic was NebrasKard.
- e. New Materials Purchase Request
Casey stated some of the reading materials that are being requested are popular new releases that are much anticipated by readers. Discussion was had about the requested movies. Director Van Ackeren stated the movies will be used for a summer program. The board approved the purchase of requested materials with the exception of The Good Dinosaur as it will be loaned by a board member.

Dahlhauser requested a report from Apollo with data on how many checkouts there have been on the new books purchased in 2025. Dahlhauser provided directions to Director Van Ackeren on how to access this report on Apollo.

10. Items for Next Meeting Agenda

- a. May Action Item: March minutes
- b. Library hours–discussion

11. Adjournment

- a. Meeting Adjourned at 8:12 with a motion from Hapke. Seconded by Chittenden. Yeas- Chittenden, Casey, Dahlhauser, Hapke. No-none. Motion carried.

The next regular Library Board Meeting will be May 4th, 2026 at 6:30PM at the Yutan City Office.

Submitted by: Kelsey Chittenden