

# **Yutan Public Library Board Minutes**

**Monday September 9, 2024, at 6:15 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 President Hapke at 6:15 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:**

**Lynn Hapke, Vicki Wolkins, Mary Kay Arp, Alicia Archer and Mary Jo Robinson  
Absent: none**

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

**3. Visitors: Jeanie Walker & Carol Bradley**

**4. Approval of August Minutes (Minutes were available for inspection)**

- a. Motion to approve the August minutes was made by Arp, seconded by Wolkins    Yeas - Hapke, Wolkins, Arp, Archer and Robinson    Motion carried 5-0**

**5. Approval of August Financial Claims**

- a. Motion to approve claims was made by Archer, seconded by Arp  
Yeas – Hapke, Wolkins, Arp, Archer, and Robinson    Motion carried 5-0**

**6. Directors Report:**

- a. Fines \$ 11.45    Country Cards \$ 20.00  
Circulation Statistics  
Check outs - 483  
Member amount saved - \$ 6,112.12  
Over Drive / Libby checkouts - 258  
Patron visits – Adults 203    Juv 106  
Adult Craft Night - 1  
Coffee Time - 14  
Adult Book Club - 5  
Story Time bag checkouts - 6**

- b. Accreditation Progress – 3.5 hrs still needed**

**7. Discussion Items:**

- a. Budget review**

**8. Action Items:**

- a. Finalizing our budget proposal to City Board
- b. Approval of the Advocacy Policy – Motioned by Archer, seconded by Wolkins, Yeas – Archer, Arp, Hapke, Wolkins, and Robinson Motion Carried 5-0
- c. Approval of the Gifts and Memorials Policy – Motioned by Robinson, seconded by Hapke Yeas – Archer, Arp, Hapke, Wolkins and Robinson Motion Carried 5-0

**9. New Business:**

- a. Tim Hannan will be bringing baby squirrels for Toddler Time on Tuesday September 10<sup>th</sup>
- b. Pumpkins in the Park will be held October 12<sup>th</sup>. Library will not be able to participate due to prior commitments
- c. Adult Craft Night October 16<sup>th</sup> will be making wine cork pumpkins
- d. Games and Parks will be bringing four animals on October 17th

**10. Adjournment**

- a. Motion to Adjourn at 7: PM by Archer, seconded by Arp Yeas - Hapke, Wolkins, Archer, Arp, and Robinson Motion carried 5-0

**The next regular Library Board Meeting will be October 7, 2024 at 6:30 PM**

**Respectfully submitted  
Mary Jo Robinson, Secretary**