

# Yutan Public Library Board Minutes

**Monday May 5 , 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 President Hapke 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, Lynn Hapke, and Mary Jo Robinson**

**Absent: Vicki Wolkins**

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

**3. Visitors: none**

**4. Approval of May Agenda:**

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

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

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

**6. Approval of April Financial Claims**

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

**7. Directors Report:**

- a. Fines \$ 19.65    Country Cards \$ 20.00  
Circulation Statistics  
Check outs - 497  
Member amount saved - \$ 7,141.77  
Over Drive / Libby checkouts - 195  
Patron visits – Adults 338    Juv 192  
Adult Craft Night - 3  
Coffee Time - 11  
Adult Book Club - 6**

**Story Time bag checkouts - 5**  
**Toddler Time – Average - 13**  
**Adult Easter Craft – 2**  
**Soap Workshop – 6**  
**Cookies n Clay – 0**  
**Preschool Stuffed Animal Sleepover - 25**

- b. Adult Experience Kit Grant approved \$600**
- c. New Library Board Member Application – Jane Scott**
- d. Update on part time employee**
- e. Summer Hours starting May 27 and ends July 31**
- f. 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, craft hours, Chalk the Walk, Noah's Ark stuffed animals, and Make Dog Biscuits**

**8. Action Items:**

- a. Review and accept the Patron Behavior & Unattended Children Policy  
Moted by Hapke and seconded by Arp Yeas: Arp, Archer, Hapke and Robinson  
Motion carried 4-0**
- b. Accept Vickie Wolkins resignation Moted by Archer, seconded by Hapke,  
Yeas: Arp, Archer, Hapke, and Robinson Motion carried 4-0**
- c. Accept Jane Scott's application Moted by Robinson, seconded by Archer  
Yeas: Arp, Archer, Hapke, and Robinson Motion carried 4-0**
- d. Discussed hiring a sub/floater to fill in. Wage for Part Time employee when hired  
will be \$13.50**
- e. The main computer isn't working. A motion was made by Robinson and seconded  
by Hapke to purchase a new one and have Laurie ask the City Administrator for  
approval. Yeas – Arp, Archer, Hapke, and Robinson Motion carried 4-0**

**9. Adjournment:**

- a. Motion to Adjourn at 7:35 PM by Archer, seconded by Arp Yeas - Arp, Archer,  
Hapke, and Robinson Motion carried 4-0**

**The next regular Library Board Meeting will be June 2, 2025 at 6:30 PM**

**Respectfully submitted**  
**Mary Jo Robinson, Secretary**

