

Yutan Public Library Board Minutes

Monday July 6th, 2026, at 6:30 PM

Location: Yutan City Office

Notice of meeting was posted at the Post Office, City Office, and the Library by Lesli Pool.

1. Call to Order

The meeting was called to order by Kelsey Chittenden at 6:29 PM. Chittenden advised the location of the Open Meeting Act posted on the wall.

2. Roll Call: Elizabeth Casey, Kelsey Chittenden, Maleah Johnson, and Dawn Ford were present.

Absent: Michelle Dahlhauser

3. Consent Agenda

- a. Chittenden asked for a motion to approve the June 2026 minutes. Casey motioned, Johnson seconded. Yeas- Chittenden, Casey, Ford, Johnson. No- None. Motion carried.
- b. Approval of Financial claims to include the Amazon cart book purchases over Barnes and Noble, and the addition of Stomp Chomp Roar priced at \$389.07 to be held on August 5th, at 1pm. Motioned by Casey, seconded by Johnson. Yeas- Chittenden, Casey, Ford, Johnson. No-None. Motion carried.

4. Open Discussion from the Public

- a. No attendees spoke during open discussion.

5. Action Items

- a. Approval to hold Library board meeting the 2nd Monday of the month beginning September 2026, motioned by Casey, seconded by Johnson. Yeas- Chittenden, Casey, Ford, Johnson. No- None. Motion carried.
- b. Approval to appoint Sara Landis as a substitute at \$17/hour until a permanent director is hired motioned by Casey, seconded by Johnson. Yeas- Chittenden, Casey, Ford, Johnson. No- None. Motion carried.
- c. Approval to appoint Lesli Pool as Interim Director at \$23/ hour motioned by Casey, seconded by Johnson. Yeas- Chittenden, Casey, Ford, Johnson. No- None. Motion carried.
- d. Approval of two PC computers (\$1115 each) to be purchased with Capital Outlay funds motioned by Casey, seconded by Johnson. Yeas- Chittenden, Casey, Ford, Johnson. No- None. Motion carried.
- e. New printer/ scanner tabled. Motion by Casey, seconded by Johnson. Yeas- Chittenden, Casey, Ford, Johnson. No- None. Motion carried.

6. Discussion Items

- a. Librarian report was shared in place of a Directors report.
- b. Yutan Days participation event will be a Foam Party donated by Adrea Clark.
- c. End of summer event to be held July 31st.
- d. Continue brainstorming as to how to utilize volunteers.

7. Items for Next Meeting Agenda

- a. List of maintenance items
- b. New printer/scanner
- c. Software for new computers
- d. Information from the City budget meeting held July 21st at 6pm

8. Adjournment

- a. Meeting adjourned at 8:02 PM with a motion from Casey, seconded by Johnson. Yeas- Chittenden, Casey, Ford, Johnson. No: None, Motion carried.

The next regular Library Board Meeting will be August 3rd 2026, at 6:30 PM.

Submitted by Dawn Ford