

Holdrege Area Public Library
Board of Trustees Meeting Minutes

April 7, 2026

Conference Room, 604 East Ave., Holdrege, NE 68949

Meeting called to order at 4:03 PM

1. Call to Order – Open Meetings Act Notice

The meeting was called to order at 4:03 PM. Notice was given that a copy of the Nebraska Open Meetings Act is posted on the north wall of the Conference Room, accessible to the public. Meeting notices were posted in the Holdrege Daily Citizen and on the Holdrege Area Public Library bulletin board.

2. Attendance

Board members present: Cassie Ehrenberg, Maureen Epping, Julie Johnson, Lori Larson, Annette Sindt, Cindy Woollen, Bill Yochum

Board members absent: Sue Christensen, Rosanna Meyer, Anna Sertich

Public guests: None present

3. Consent Agenda

The consent agenda included approval of the minutes of the March 3, 2026, regular Board meeting, the financial report, and the accounts payable for March 2026. The minutes were approved with one correction: the word "board" was removed from the fourth paragraph and replaced with "...best protect the financial interests of the library."

Motion: Approve the consent agenda as corrected.

Motion made by: Annette Sindt

Motion seconded by: Maureen Epping

Vote: Motion passed. (All in favor)

4. Public Forum

No members of the public were present. No public comment was received.

5. Business

5.1 Library Director Evaluation

The Executive Committee will review Library Director Sierra Burrows. Director Burrows submitted a letter on March 10, 2026, requesting renewal of her contract and a pay increase. The Board confirmed that it will not seek staff evaluations as part of the director's review.

5.2 Nominations for Officers and New Board Members

The Board discussed potential city and county board members and officers. No formal action was taken.

5.3 Policy Review – 1.3.18 Education and Training

The Board reviewed Policy 1.3.18 Education and Training. The public library certification requirement will be included in the employee handbook. The Board will vote to approve policy changes at the May meeting.

5.4 Policy Approval – Policy on Public Computers, Internet Access, Use, and Safety

The Board reviewed and voted to approve the Policy on Public Computers, Internet Access, Use, and Safety, including the Service Level of Library Staff subsection, with one amendment: the word "medicine" was replaced with the word "healthcare."

Motion: Approve the Policy on Public Computers, Internet Access, Use, and Safety – Service Level of Library Staff, with the word "medicine" replaced by "healthcare."

Motion made by: Lori Larson

Motion seconded by: Julie Johnson

Vote: Motion passed. (All in favor)

5.5 Staffing

Hiring

The Board voted to hire two part-time staff members.

Motion: Hire two part-time positions.

Motion made by: Annette Sindt

Motion seconded by: Julie Johnson

Vote: Motion passed. (All in favor)

Building Sign-In/Out

The Board discussed methods for tracking employee work hours. Options discussed included a swipe card system and a traditional time card. No formal action was taken.

5.6 Retirement Percentage Increase

The Board was informed that the city is requiring library staff to increase their retirement contribution percentage from 7% to 9%.

5.7 Summer Library Program Funding Request

The Board voted to approve funding of up to \$2,000 from the HAPL Foundation account to cover Summer Library Program expenses.

Motion: Approve up to \$2,000 from the HAPL Foundation account to cover Summer Library Program expenses.

Motion made by: Lori Larson

Motion seconded by: Maureen Epping

Vote: Motion passed. (All in favor)

5.8 Board Meeting Communication

The Board discussed the importance of maintaining confidentiality regarding board conversations. No formal action was taken.

5.9 Library Planning Committee Updates

CMBA

No new discussion or updates regarding CMBA.

Strawhecker Nonprofit Services

On behalf of the Trustees, the city/county attorney sent Strawhecker Nonprofit Services a letter to terminate the library's contract with that organization. The Board also discussed the volunteer building committee's first meeting, scheduled for April 21, 2026, from 4:00–5:00 PM.

6. Adjournment

Annette Sindt moved to adjourn the meeting. The meeting was adjourned at 5:29 PM.

Respectfully submitted,

Lou Larso

Recording Secretary

April 20, 2026

Date
