

**James Kennedy Public Library**  
**Board of Trustees**  
**Minutes of the October 11, 2022 Meeting**

The regular monthly meeting of the Board of Trustees of the James Kennedy Public Library was held on Tuesday, October 11, 2022 in the Hoffman Room. Present: Kami Boffeli, Sue Engelbrecht, Beth Gudenkauf, Sally Kelly, Karen Kramer, Catherine O'Hea, Alex Wiezorek, Danielle Will, Assistant Library Director Dawn Schrandt, and Library Director Shirley Vonderhaar. Absent: Ray Kruse.

1. Board President Catherine O'Hea called the meeting to order at 6:00 pm.
2. Consider approval of Agenda
  - Kramer MOVED "Approval of Agenda," seconded by Engelbrecht.  
Ayes: Boffeli, Engelbrecht, Gudenkauf, Kelly, Kramer, O'Hea, Wiezorek, and Will  
Nays: None  
Motion CARRIED
3. Agenda Consent Calendar
  - Correspondence and Communication
  - Approve minutes of previous meetings: September 8, 2022 special meeting and September 8, 2022 regular meeting
  - Approve September Librarian's report
  - Approve bills:
    - October bills
    - Claims report for September
    - September and October credit card claims
  - Budget reports
    - September city report
    - September library report
  - Trust account reports
    - September bank statements
    - September balance report
    - Trust account expenditure report
    - September donations report
  - Program reports
    - September report of programs and attendance
    - September WhoFi program overview
    - October schedule of events
    - Schedule for upcoming programs
    - Children's Summer Reading Program report
    - Young Adult Summer Reading Program report
    - Adult Summer Reading Program report
  - Quarterly contract use report
    - Statistics by city/residence area
    - Statistics by contract/service are
  - Grant report
    - Kids Can Cook project
      - Dyersville Area Community Foundation awarded \$1,525.00
      - Jeanne Coppola Endowment for Educated awarded \$920.00

- Friends of the JKPL are matching \$4,000
    - Theisen' More for Your Community pending announcement
  - Friends of the Library report
    - Booksale January 27-30
    - Membership drive will start January 5
  - JKPL Endowment report
  - Engelbrecht MOVED "Approval of the consent items," seconded by Wiezorek  
Ayes: Engelbrecht, Boffeli, Gudenkauf, Kelly, Kramer, O'Hea, Wiezorek, and Will  
Nays: None  
Motion CARRIED
- 4. Discussion of current library operations and services
- 5. Appointment of committee to evaluate library director
  - O'Hea appointed Personnel committee
- 6. JKPL - FY22 Iowa Public Library general information survey
- 7. Executive committee report — no report
- 8. Finance committee report — no report
- 9. Fundraising committee report
  - FY22 fundraising financial report
  - Notes from October 4, 2022 meeting
- 10. Furnishings, Art, & Facilities committee report
  - Notes from October 5, 2022 meeting
- 11. Marketing committee report
  - Notes from September 28, 2022 meeting
- 12. Personnel committee report — no report
- 13. Policy committee report — no report
- 14. Strategic planning report
  - Update on status of goals and objectives
- 15. Meetings and training
  - City council attendance
    - Next: Kramer, Nov 7
  - Upcoming
    - ILA in Coralville October 13-15
    - Three staff attending
    - Wiezorek and O'Hea attending
  - Recently attended
    - Vonderhaar attended ARSL week of September 12
    - Vonderhaar, Kelly, and Will attended Dubuque County trustee training opportunity September 27
  - Trustee training video: part II
- 16. Oral presentations — none
- 17. Adjournment  
Engelbrecht MOVED to adjourn seconded by Will. Meeting ADJOURNED by Wiezorek at 7:27 pm.



Danielle Will, Secretary