

A

**James Kennedy Public Library
Board of Trustees
Minutes of the February 14, 2023 Meeting**

The regular monthly meeting of the Board of Trustees of the James Kennedy Public Library was held on Tuesday, February 14, 2023 in the Hoffman Room. Present: Kami Boffeli, Sue Engelbrecht, Beth Gudenkauf, Ray Kruse, Alex Wiezorek, Danielle Will, Assistant Library Director Dawn Schrandt, and Library Director Shirley Vonderhaar. Absent: Sally Kelly, Karen Kramer, and Catherine O'Hea.

1. Board Vice President Alex Wiezorek called the meeting to order at 6:00 pm.

2. Consider approval of Agenda

Engelbrecht MOVED "Approval of Agenda," seconded by Gudenkauf.

Ayes: Boffeli, Engelbrecht, Gudenkauf, Kruse, Wiezorek, and Will

Nays: None

Motion CARRIED

3. Agenda Consent Calendar

- Correspondence and Communication
- Approve minutes of previous meeting: January 10, ~~2022~~ ²⁰²³ regular meeting DW
- Approve January Librarian's report
- Approve bills:
 - February bills
 - Claims report for January
 - January and February credit card claims
- Budget reports
 - January city report
 - January library report
- Trust account reports
 - December bank statements
 - December balance report
 - January bank statements
 - January balance report
 - Trust account expenditure report
 - December and January donations report
- Program reports
 - January report of programs and attendance
 - January WhoFi program overview
 - February schedule of events
 - Schedule for upcoming programs
- Grant report
 - Shirley applied for a Paint Iowa Beautiful Grant
- Friends of the Library report
 - Approved requests from Kim in amount of \$4,500 for Summer Reading activities, Iowa Reads Program, Children's Book Week (Xavier and WD 4th & 5th grade), and 1000 Books Before Kindergarten
 - Fall bus trip booked for September 6, 2023
- JKPL Endowment report
 - Engelbrecht MOVED "Approval of the consent items," seconded by Gudenkauf.
 - Ayes: Boffeli, Engelbrecht, Gudenkauf, Kruse, Wiezorek, and Will
 - Nays: None
 - Motion CARRIED

4. Discussion of current library operations and services
5. Consider approval of JKPL Disaster Plan (updated)
 - Will MOVED "Approval of JKPL Disaster Plan updated January 16, 2023," seconded by Kruse.
 - Ayes: Boffeli, Engelbrecht, Gudenkauf, Kruse, Wiezorek, and Will
 - Nays: None
 - Motion CARRIED
6. Consider approval of extending library open hours on Saturday, March 11, 2023
 - Engelbrecht MOVED "Approval of extending library open hours on Saturday, March 11, 2023 to 9:00 am - 4:00 pm," seconded by Will.
 - Ayes: Boffeli, Engelbrecht, Gudenkauf, Kruse, Wiezorek, and Will
 - Nays: None
 - Motion CARRIED
7. Executive committee report — no report
8. Fundraising committee report
 - o Notes from email correspondence
9. Furnishings, Art, & Facilities committee report
 - o Notes on Kids Can Cook and electrical layout
10. Marketing committee report
 - o Notes from email correspondence
11. Personnel committee report — no report
12. Finance committee report
 - o Library budget presented to City Council on February 7
13. Policy committee report — no report
14. Strategic planning report
 - o Quarterly update
15. Meetings and training
 - o City council attendance
 - February 20: Shirley on vacation
 - March 6: Kramer
 - o Upcoming
 - March 16: Public Libraries of Dubuque County Agency meeting
 - o Recently attended
 - Shirley, Deb, and Vickie attended virtual training for KEYS dementia prevention program
 - o Trustee training video: part V
16. Oral presentations
17. Adjournment
 - Engelbrecht MOVED to adjourn seconded by Gudenkauf. Meeting ADJOURNED by Wiezorek at 7:17 pm.



Danielle Will, Secretary