

James Kennedy Public Library
Board of Trustees
Minutes of the April 11, 2023 Meeting

The regular monthly meeting of the Board of Trustees of the James Kennedy Public Library was held on Tuesday, April 11, 2023 in the Hoffman Room. Present: Kami Boffeli, Sue Engelbrecht, Beth Gudenkauf, Sally Kelly, Ray Kruse, Catherine O'Hea, Alex Wiezorek, Danielle Will, Assistant Library Director Dawn Schrandt, and Library Director Shirley Vonderhaar. Absent: Karen Kramer

1. Board President Catherine O'Hea called the meeting to order at 6:00 pm.
2. Consider approval of Agenda

Will MOVED "Approval of Agenda" seconded by Kelly.

Ayes: Boffeli, Gudenkauf, Kelly, Kruse, O'Hea, Wiezorek, and Will

Nays: None

Motion CARRIED

3. Agenda Consent Calendar

- Correspondence and Communication
 - Kim Benton-Hermsen email regarding retirement date of August 31, 2023
- Approve minutes of previous meeting: March 14, 2023 regular meeting
- Approve March Librarian's report
- Approve bills:
 - April bills
 - Claims report for March
 - March and April credit card claims
- Budget reports
 - March city report
 - March library report
- Trust account reports
 - March bank statements
 - March balance report
 - Trust account expenditure report
 - March donations report
- Program reports
 - March report of programs and attendance
 - March WhoFi program overview
 - April schedule of events
 - Schedule for upcoming programs
- Quarterly contract use reports
 - Statistics by city/residence area
 - Statistics by contract/service area
- Grant report
 - JKPL awarded a Paint Iowa Beautiful award of 8 gallons paint for StoryWalk and/or library interior
 - Must be purchased and used, and information submitted, by December 31, 2023
- Friends of the Library report
 - Notes from Friends April meeting
- JKPL Endowment report

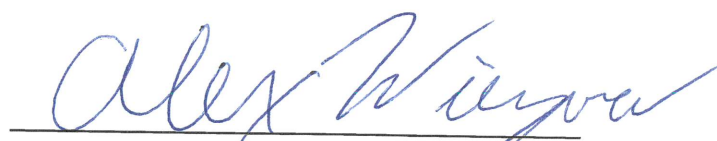
Kruse MOVED "Approval of the consent items," seconded by Wiezorek.
Ayes: Boffeli, Engelbrecht, Gudenkauf, Kelly, Kruse, O'Hea, Wiezorek, and Will
Nays: None
Motion CARRIED

4. Discussion of current library operations and services
5. Executive committee report — no report
6. Fundraising committee report
 - o Notes from April 3, 2023 meeting
7. Furnishings, Art, & Facilities committee report
 - o Update on projects and priorities
8. Marketing committee report
 - o Next meeting: April 18, 2023
9. Personnel committee report
 - o Custodian contract available
10. Finance committee report
 - o FY24 budget discussion
11. Policy committee report
 - o Consider approval of updated Service Hours
 - o Consider approval of Meeting Room Use Policies
 - o Consider approval of Multimedia Equipment Use Policy

Motion from the committee to approve all three policies. Since these recommendations come from the committee, no second is needed. Ayes: Boffeli, Engelbrecht, Gudenkauf, Kelly, Kruse, O'Hea, Wiezorek, and Will
Nays: None
Motion CARRIED

12. Strategic planning report — no report
13. Meetings and training
 - o City council attendance
 - o Upcoming
 - May 1: Boffeli
 - o Recently attended
 - March 16: Public Libraries of Dubuque County Agency meeting
 - Attended by Shirley and Catherine
 - Devin attended STEM training
 - o Trustee training
14. Oral presentations
15. Adjournment

Engelbrecht MOVED to adjourn seconded by Kruse. Meeting ADJOURNED by O'Hea at 7:06 pm.


Danielle Will, Secretary
Alex Wiezorek
Assistant to the
Secretary