

James Kennedy Public Library
Board of Trustees
Minutes of the May 9, 2023 Meeting

The regular monthly meeting of the Board of Trustees of the James Kennedy Public Library was held on Tuesday, May 9, 2023 in the Hoffman Room. Present: Kami Boffeli, Beth Gudenkauf, Sally Kelly, Catherine O’Hea, Alex Wiezorek, Assistant Library Director Dawn Schrandt, and Library Director Shirley Vonderhaar. Absent: Sue Engelbrecht, Karen Kramer, Ray Kruse, Danielle Will.

1. Board President Catherine O’Hea called the meeting to order at 6:12 pm. O’Hea appointed Vice President Alex Wiezorek as acting secretary in Danielle Will’s absence.

2. Consider approval of Agenda

Kelly MOVED “Approval of Agenda” seconded by Gudenkauf.

Ayes: Boffeli, Gudenkauf, Kelly, O’Hea, Wiezorek

Nays: None

Motion CARRIED

3. Agenda Consent Calendar

- Correspondence and Communication
- Approve minutes of previous meeting: April 11, 2023 regular meeting
- Approve April Librarian’s report
- Approve bills:
 - May bills
 - Claims report for April
 - April and May credit card claims
- Budget reports
 - April city report
 - April library report
- Trust account reports
 - April bank statements
 - April balance report
 - Trust account expenditure report
 - April donations report
- Program reports
 - April report of programs and attendance
 - April WhoFi program overview
 - May schedule of events
 - Schedule for upcoming programs
- Grant report
- Friends of the Library report
- JKPL Endowment report
 - Fund statement for March 2023
 - Great Give Day is May 17

Kelly MOVED “Approval of the consent items,” seconded by Gudenkauf.

Ayes: Boffeli, Gudenkauf, Kelly, O’Hea, Wiezorek

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 May 2023 electronic discussion
 - o Wiezorek laid out the plan for **BOOK ART** for the board during June and July's downtown market
 - o
7. Furnishings, Art, & Facilities committee report
 - o Update on projects and priorities – no report
8. Marketing committee report
 - o Notes from April 24, 2023 meeting
9. Personnel committee report
 - o Notes from May 2023 electronic discussion
 - o Consider approval of revised job description for Librarian (Part time): Children's Services
 - Motion from the committee to approve revised job description. Since from the committee, no second needed.
 - Ayes: Boffeli, Gudenkauf, Kelly, O'Hea, Wiezorek
 - Nays: None
 - Motion CARRIED
10. Finance committee report
 - o Notes from May 2023 electronic discussion
 - o Consider approval of revised FY24 JKPL Operating Budget
 - Motion from the committee to approve revised budget. Since from the committee, no second needed.
 - Ayes: Boffeli, Gudenkauf, Kelly, O'Hea, Wiezorek
 - Nays: None
 - Motion CARRIED
 - o Consider approval of revised fees
 - Motion from the committee to approve revised fees. Since from the committee, no second needed.
 - Ayes: Boffeli, Gudenkauf, Kelly, O'Hea, Wiezorek
 - Nays: None
 - Motion CARRIED
11. Policy committee report
 - o Notes from May 2023 electronic discussion
 - o Consider approval of revised Mobile Device and Hot Spot Circulation policy
 - Motion from the committee to approve revised policy. Since from the committee, no second needed.
 - Ayes: Boffeli, Gudenkauf, Kelly, O'Hea, Wiezorek
 - Nays: None
 - Motion CARRIED
 - o Consider approval of revised Realia (games, puzzles, puppets, etc.) Circulation policy
 - Motion from the committee to approve revised policy. Since from the committee, no second needed.

Nays: None
Motion CARRIED

12. Strategic planning report — no report

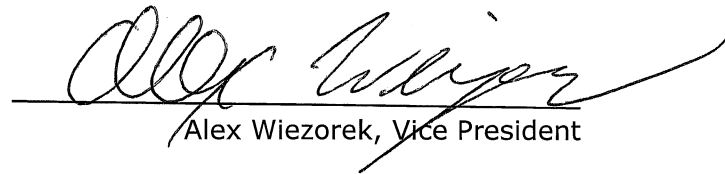
13. Meetings and training

- City council attendance
 - June 5: Wiezorek
- Upcoming
- Recently attended
- Trustee training

14. Oral presentations

15. Adjournment

Kelly MOVED to adjourn seconded by Gudenkauf. Meeting ADJOURNED by O'Hea at 6:49 pm.



Alex Wiezorek, Vice President