

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

The regular monthly meeting of the Board of Trustees of the James Kennedy Public Library was held on Wednesday, October 11, 2023 in the Genealogy Room. Present: Kami Boffeli, Sue Engelbrecht, Beth Gudenkauf, Ray Kruse, Catherine O’Hea, Alex Wiezorek, Danielle Will, and Library Director Shirley Vonderhaar. Absent: Sally Kelly.

1. Board President Catherine O’Hea called the meeting to order at 6:00 pm.

2. Consider approval of Agenda
Engelbrecht MOVED “Approval of Agenda” seconded by Kruse.
Ayes: Boffeli, Engelbrecht, Gudenkauf, Kruse, O’Hea, Wiezorek, and Will
Nays: None
Motion CARRIED

3. Agenda Consent Calendar
 - Correspondence and Communication
 - Approve minutes of previous meeting: September 13, 2023 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
 - Program reports
 - September report of programs and attendance
 - September WhoFi program overview
 - Adult Summer Library Program final report
 - October schedule of events
 - Schedule for upcoming programs
 - Quarterly Contract Use reports
 - Statistics by city/residence area
 - Statistics by contract/service area
 - Grant report
 - Friends of the Library report
 - JKPL Endowment report
 - Kruse MOVED “Approval of Agenda Consent” seconded by Wiezorek.
 - Ayes: Boffeli, Engelbrecht, Gudenkauf, Kruse, O’Hea, Wiezorek, and Will
 - Nays: None
 - Motion CARRIED

4. Appointment of committee to evaluate Library Director
 - O'Hea appointed Will, Kruse, and Gudenkauf
5. Discussion and possible action on adjusting library hours of operation for Saturday, December 2, 2023
 - Wiezorek MOVED to extend library hours of operation for Saturday, December 2, 2023 to 6:00 pm seconded by Gudenkauf.
 - Ayes: Boffeli, Engelbrecht, Gudenkauf, Kruse, O'Hea, Wiezorek, and Will
 - Nays: None
 - Motion CARRIED
6. Executive committee report — no report
7. Finance committee report — no report
8. Fundraising committee report
 - Notes from October committee meeting
9. Furnishings, Art, & Facilities committee report — no report
10. Marketing committee report — no report
11. Personnel committee report — no report
12. Policy committee report
 - Consider approval of revised Programs Policy
 - Not all of the Policy Committee members have reviewed so this is included as information but not as recommendation at this time
13. Strategic planning report — no report
14. Meetings and training
 - City Council
 - Nov 6: O'Hea
 - Upcoming
 - ILA
 - O'Hea, Wiezorek, and Will attending
 - Assistant Library Director Dawn Schrandt, Young Adult Librarian Paul Zurowski, Children's Librarian Christa Palm, and Clerk Brian Alm attending
 - Recently attended
 - Library Director Shirley Vonderhaar attended ARSL in Wichita in September
15. Oral presentations
16. Adjournment
 - Engelbrecht MOVED to adjourn seconded by Wiezorek. Meeting ADJOURNED by O'Hea at 7:12 pm.



Danielle Will, Secretary