

**James Kennedy Public Library
Board of Trustees
Minutes of the November 13, 2018 Meeting**

The regular monthly meeting of the Board of Trustees of the James Kennedy Public Library was held on Tuesday, November 13, 2018, in the program room. Present: Angela English, Mary Jane Meade, Joe Petsche, Catherine O’Hea, Karen Kramer and Library Director Shirley Vonderhaar. Absent: Mike Mullis, Sue Engelbrecht, and Pat Valant.

1. President Angela English called the meeting to order at 7:09 pm.
2. Agenda: Kramer MOVED “approval of the Agenda” which motion was seconded by O’Hea and CARRIED. Ayes: English, Meade, Petsche, O’Hea and Kramer. Nays: None
3. Agenda Consent Calendar
 - Correspondence & Communication
 - Minutes of Previous Meetings: October 9, 2018
 - October Librarian’s Report
 - Bills:
 - October Claims Report
 - Library Claims for November
 - October & November Credit Card Claims
 - Budget Reports
 - October City Report
 - October Library Report
 - Trust Account Reports
 - October Bank Statement
 - October Balance Report
 - Trust Account Expenditure Report
 - October Donations Form
 - Jean Pottebaum- \$12.77
 - Dyersville Area Community Foundation- \$2000.00
 - Anonymous- \$50.00
 - Joyce Bries- \$14.58
 - Judy Vonderhaar- \$40.00
 - Anonymous- \$35.00
 - Program Reports
 - October Report on Programs and Attendance
 - November Calendar of events
 - Schedule for upcoming programs
 - Grant Report
 - Theisen’s More for Your Community Grant for SRP- \$1215.00

- Alliant Energy Foundation Grant for STEAM- \$2000.00
- Geri-Fit Strength Training for Older Adults host site
- Friends of the Library Report- No report

Petsche MOVED "approval of the consent items" which was seconded by Kramer and CARRIED.

Ayes: English, Meade, Petsche, O'Hea and Kramer. Nays: None

4. Update on Evaluation of Library Director: When all individual reviews returned, personnel committee will meet with director.
5. JKPL Endowment Update: Angela shared an update on possible funding sources
6. FY18 JKPL Annual Report: Shirley shared draft with board
7. Executive Committee Report: No report
8. Finance Committee Report: No report
9. Fundraising Committee Report: Chair-ity Fundraiser brought in \$454.00. Cookies needed for December 1 Cookie Walk. The Quilt Raffle underway. Soup Supper scheduled for January 17, 2019.
10. Furnishings, Art & Facilities Committee Report: New Sharp Multipurpose Copier/Printer/Scanner installed. Installation work on projection system in Hoffman Room continues.
11. Marketing Committee Report: No report
12. Personnel Committee Report: Shirley shared adjusted staff pay rates and ranges based on approved 2.25% COLA from October meeting. MOTION from committee to approve adjusted pay rates and ranges. No second is required as the motion was from the committee. Motion CARRIED. Ayes: English, Meade, Petsche, O'Hea and Kramer. Nays: None
13. Policy Committee Report: No report.
14. Strategic Planning Report: No report
15. Meetings and Training
 - Upcoming: Iowa Library Online Conference - January 17, 2019
 - Recently Attended: Shirley attended the State Library Learning Circuit - The Edge.
16. Oral Presentations: None
17. Kramer motion to ADJOURN was seconded by O'Hea and CARRIED at 7:52 pm.



 Mary Jane Meade