

James Kennedy Public Library
Board of Trustees
Minutes of the June 18, 2019 Meeting

The regular monthly meeting of the Board of Trustees of the James Kennedy Public Library was held on Tuesday, June 18, 2019, in the program room. Present: Angela English, Pat Valant, Mary Jane Meade, Sue Engelbrecht, Michael Mullis, Catherine O'Hea, Karen Tieskoetter and Library Director Shirley Vonderhaar. Karen Kramer and Joe Petsche were absent.

1. President Angela English called the meeting to order at 7:00 p.m.
2. Agenda: Valant MOVED "approval of the agenda" which was seconded by Engelbrecht and CARRIED. Ayes: English, Valant, Meade, Engelbrecht, Mullis, O'Hea, and Tieskoetter. Nays: None
3. Welcome new board member Karen Tieskoetter filling a term expiring 6/30/2022.
4. Agenda Consent Calendar
 - Minutes of Previous Meetings: May 14, 2019 Regular Meeting
 - Correspondence & Communication: Letter from State Library of Iowa noting accreditation of JKPL.
 - May Librarian's Report
 - Bills:
 - May Claims Report
 - Library Claims for June
 - May & June Credit Card Claims
 - Budget Reports
 - May City Report
 - May Library Report
 - Trust Account Reports
 - May Bank Statement
 - May Balance Report
 - Trust Account Expenditure Report
 - May Donations Form
 - Dyersville Commercial- In kind donation- 3x5 ad
 - Wine & Beer Tasting Donation- \$25.00
 - Anonymous- \$64.90- Story Time
 - Coloring Book Fundraiser- \$25.00
 - NLW Yard Sign Fundraiser- \$10.00
 - History Books and Coins- \$70.00
 - Bridge Marathon Donation- \$180.00
 - Friends of JKPL- \$197.00- Children's Summer Reading Program

- Plant Sale Fundraiser- \$496.17
 - Candy Sales Fundraiser- \$19.00
 - Program Reports
 - May Report on Programs and Attendance
 - June Calendar of events
 - Schedule for upcoming programs
 - Grant Report: DRA awarded \$2000.00 to Friends of JKPL for Read A-longs for Literacy Project. The JKPL was awarded a \$10,000.00 LSTA grant from the State Library of Iowa for a Library of Things and circulating STEAM kits.
 - Friends of the Library Report: Fall bus trip nearly sold out. Used book sale July 19-23.
5. Engelbrecht MOVED “approval of the consent items including authorizing the executive committee to approve any additional bills arriving in June ” which was seconded by O’Hea and CARRIED. Ayes: English, Valant, Meade, Engelbrecht, Mullis, O’Hea, and Tieskoetter. Nays: None
 6. Library wages and salary: MOTION from personnel committee to approve the proposed pay rates incorporating a 2% COLA. Since motion was from a committee, no second is necessary. CARRIED. Ayes: English, Valant, Meade, Engelbrecht, Mullis, O’Hea, and Tieskoetter. Nays: None
 7. The Board agreed not to hold a regular meeting in July. MOTION made by Engelbrecht “to give executive committee authority to authorize payment of any bills needing payment before the August meeting” and seconded by Meade and CARRIED. Ayes: English, Valant, Meade, Engelbrecht, Mullis, O’Hea, and Tieskoetter. Nays: None
 8. Executive Committee Report: No report.
 9. Fundraising Committee: Plant sale netted \$496.00. Snacks available for sale at JKPL. Giant Freezer Pops will be sold at DTFN.
 10. Furnishings, Art & Facilities Report: No report.
 11. Marketing Committee Report: Plans are underway for 60th Anniversary Celebration on September 14 from 12-5pm.
 12. Personnel Committee Report: MOTION from personnel committee to approve revision of JKPL Employee Pay Rates and Ranges. Since motion was from a committee, no second is necessary. CARRIED. Ayes: English, Valant, Meade, Engelbrecht, Mullis, O’Hea, and Tieskoetter. Nays: None
 13. Finance Committee Report: No report.
 14. Policy Committee Report: No report.

15. Strategic Planning Report/Edge Assessment: No report.
16. Meetings and Training
 - Board Training
 - Upcoming- ILA in Nebraska in October.
 - Recently Attended
17. Oral Presentations

Motion to adjourn made by Mullis and seconded by Tieskoetter at 8:01 p.m.



Mary Jane Meade