

**James Kennedy Public Library  
Board of Trustees  
Minutes of the December 11, 2017 Meeting**

The regular monthly meeting of the Board of Trustees of the James Kennedy Public Library was held on Monday, December 11, 2017, in the program room. Present: Steve Werner, Mary Jane Meade, Joe Petsche, Pat Valant, Angela English, Barb Heitzman, Mike Mullis, Library Director Shirley Vonderhaar and Assistant Director Dawn Schrandt. Absent: Lynn Osterhaus and Jolene Pitzenberger-Timp.

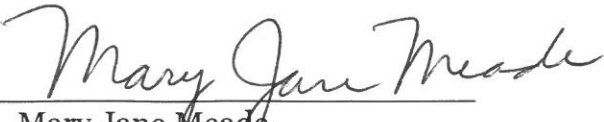
1. President Angela English called the meeting to order at 5:30 pm.
  
2. Agenda: Barb MOVED "approval of the Agenda" which motion was seconded by Mike and CARRIED. Ayes: Werner, Meade, Valant, Petsche, Mullis, Heitzman and English. Nays: None
  
3. Agenda Consent Calendar
  - Minutes of Previous Meetings: November 14, 2017
  - Correspondence & Communication
  - November Librarian's Report
  - Bills:
    - November Claims Report
    - Library Claims for December
    - November & December Credit Card Claims
  - Budget Reports
    - November City Report
    - November Library Report
  - Trust Account Reports
    - November Bank Statement
    - November Balance Report
    - Trust Account Expenditure Report
    - November Donations Form
      - Patrick Valant- \$30.00
      - Joyce Bries- \$14.38
      - Mona Schemmel- \$25.00
      - Wreath-it-Up- \$421.00
      - Quilt Raffle- \$50.00
      - Ray Rardin- \$150.00
      - DRA/Friends of JKPL- \$5000.00
  - Program Reports
    - November Report on Programs and Attendance
    - November Calendar of events
    - December Calendar of Events
    - Schedule of Upcoming Event

- Grant Report: DRA Grant payment received

Pat MOVED “approval of the consent items” which was seconded by Barb and CARRIED. Ayes: Werner, Meade, Valant, Petsche, Mullis, Heitzman and English. Nays: None

4. Evaluation of Library Director: Evaluation postponed until January.
5. FY17 Annual Report: Steve and Shirley will revise this week and share final version with the Board, Council and Community as soon as it is ready.
6. Library Journal Star Ratings: The JKPL was named as a 4-star library in the 2017 America’s Star Libraries: The Library Journal Index of Public Library Service. This is the tenth year for this index and the tenth year the JKPL has been included.
7. Personnel Committee Report: The Personnel Committee included in their budget recommendation to continue with the pay equity plan and proposed a 2% COLA for FY18.
8. Finance Committee Report
  - FY2019 Operating Budget Report- Finance Committee made a MOTION to “Approve the proposed FY2019 Operating Budget Request for \$424,515.00” which was CARRIED. Ayes: Werner, Meade, Valant, Petsche, Mullis, Heitzman and English. Nays: None
  - FY2019 Trust Account Budget Request- Finance Committee made a MOTION to “Approve the proposed FY2019 Trust Account Budget Request for \$30,000.00” which was CARRIED. Ayes: Werner, Meade, Valant, Petsche, Mullis, Heitzman and English. Nays: None
9. Fundraising Committee Report: Mystery Dinner rescheduled for March 10, 2018, due to scheduling conflict of troupe. Cookie Walk profit was \$690.00. Soup supper is January 18. Shirley will contact board members for soup donation choice.
10. Furnishings, Art & Facilities Committee Report: No report.
11. Marketing Committee Report: No report.
12. Policy Committee Report: No report.
13. Strategic Planning Report: No report.
14. Meetings and Training
  - ILOC (Innovative Libraries Online Conference) Advocacy in Action scheduled for January 18, 2018
15. Oral Presentations: None

16. Barb's motion to ADJOURN was seconded by Steve and CARRIED at 6:03 pm.  
Ayes: Werner, Meade, Valant, Petsche, Mullis, Heitzman and English. Nays: None

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Mary Jane Meade