

**James Kennedy Public Library
Board of Trustees
Minutes of the March 14, 2017 Meeting**

The regular monthly meeting of the Board of Trustees of the James Kennedy Public Library was held on Tuesday, March 14, 2017, in the program room. Present: Lynn Osterhaus, Mary Jane Meade, Pat Valant, Angela English, Mike Mullis, Steve Werner, Joe Petsche, and Jolene Pitzenberger-Timp, Library Director Shirley Vonderhaar and Assistant Director Dawn Schrandt. Absent: Barb Heitzman.

1. President Angela English called the meeting to order at 5:30 pm.
2. Agenda: Pat MOVED "approval of the Agenda" which motion was seconded by Lynn and CARRIED. Ayes: Osterhaus, English, Valant, Mullis, Werner, Petsche, and Meade. Nays: None
3. Agenda Consent Calendar
 - Minutes of Previous Meetings: February 15, 2017 Regular meeting
 - Correspondence & Communication
 - February Librarian's Report
 - Bills:
 - February Claims Report
 - Library Claims for March
 - February & March Credit Card Claims
 - Budget Reports
 - February City Report
 - February Library Report
 - Trust Account Reports
 - February Bank Statement
 - February Balance Report
 - Trust Account Expenditure Report
 - February Donations Form
 - Jane Menke- \$50.00
 - Coloring Book Fundraiser- \$120.00
 - Anonymous- \$20.00
 - Ray Rardin- \$100.00
 - Adopt-a-book- \$76.29
 - Donation Jar/Hoffman Room-\$48.77
 - Soup Supper Fundraiser-\$25.00
 - Love My Library Fundraiser- \$3158.00
 - Kronlage Family- \$65.00
 - Mystery Dinner Theatre- \$2800.00
 - Friends of JKPL- \$125.00
 - Program Reports
 - February Report on Programs and Attendance

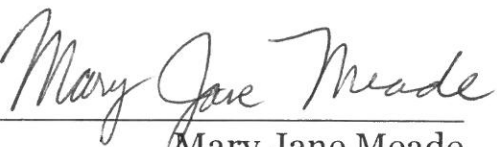
- March Calendar of events
- Schedule for upcoming programs planned. Shirley and Dawn shared a couple of special programs that are not yet on the calendar of events. They are:
 - Outreach at Farmer's Market
 - Summer Meals for Children Program Site in Hoffman Room in partnership with the Dyersville Grade Level Reading (Western Dubuque nutritionist is doing all the paperwork.)
 - All Dyersville Reads- planning for August program
- Grant Report
 - DRA grant submitted on behalf of the Friends for Early Literacy Computers and tablets for children.
 - PLACE Grant- training starts soon
- Friends of the Library Report

Steve MOVED "approval of the consent items" which was seconded by Jolene and CARRIED. Ayes: Osterhaus, English, Valant, Mullis, Werner, Petsche, Pitzenberger-Timp and Meade. Nays: None

4. Enrich Iowa Information: The Enrich Iowa Program provides incentives for libraries to improve. Concern about inequities resulted in a study to discuss and recommend changes. The new agreement, effective July 1, 2017, requires that participating libraries be at least Tier 1 and the "home" library does not have to sign the Enrich Iowa agreement for patrons to be eligible to use other libraries. Shirley expressed some concern about some of the wording and was going to investigate further before signing the agreement.
5. Personnel Committee Report: Mary Potter Kenyon was hired as new Senior Services Librarian and starts work on March 20.
6. Finance Committee Report: MOTION from the committee to approve revised FY18 line item budget. As motion is from a committee, no second is required and CARRIED. Ayes: Osterhaus, English, Valant, Mullis, Werner, Petsche, Pitzenberger-Timp and Meade. Nays: None
7. Fundraising Committee Report: The Wine and Beer tasting will be on April 21 from 5 to 8 pm at Brew and Brew. Donations to the Basket Fundraiser are up. This silent auction concludes April 2.
8. Furnishings, Art & Facilities Committee Report: Committee is waiting for quotes on restroom updates before making a recommendation on this repair. Also noted that the exterior door to the Hoffman room has rust so needs repair or repainting.

9. Marketing Committee Report: JKPL will be a boothless sponsor for Women's Night on April 5. We will also host an Open House for National Library Week on April 11 from 6:30-8:00 (immediately following the Board meeting).
10. Policy Committee Report: The proposed policies were tabled pending further discussion by the committee.
11. Strategic Planning Report: No report.
12. Meetings and Training
 - Board training –The Board members were asked to watch A Lean Mean Library Machine Webinar prior to the meeting. Discussion focused on the need to take risks and be prepared for change.
 - Upcoming – Kim will be attending the Kids First Conference in Des Moines in May; the Public Libraries of Dubuque County Agency meeting will be April 5 at JKPL
 - Recently Attended: Shirley and Paul participated in another SMART Spaces Webinar.
13. Oral Presentations

Pat's motion to ADJOURN was seconded by Lynn and CARRIED at 6:36 pm. Ayes: Osterhaus, Meade, Valant, Mullis, Petche, Pitzenberger-Timp, Werner and English. Nays: None



Mary Jane Meade