

**James Kennedy Public Library  
Board of Trustees  
Minutes of the June 13, 2017, Meeting**

The regular monthly meeting of the Board of Trustees of the James Kennedy Public Library was held on Tuesday, June 13, 2017, in the Multipurpose / Program Room. Present: Angela English, Mike Mullis, Lynn Osterhaus, Joe Petsche, Jolene Pitzenberger-Timp, Steve Werner and Library Director, Shirley Vonderhaar and Assistant Director, Dawn and Council Representative, Mark Wagner.  
Absent: Barb Heitzman, Mary Jane Meade, and Pat Valant

1. Board President, Angela English, called the meeting to order at 5:30 pm.
2. **Agenda:** Steve MOVED "Approval of the Agenda as distributed" which motion was seconded by Mike and CARRIED. Ayes: English, Mullis, Osterhaus, Petsche, Pitzenberger-Timp, Werner. Nays: none. Absent: Heitzman, Meade, and Valant.

**3. Agenda Consent Calendar:**

**Correspondence & Communication:** None

**Minutes of May 9, 2017 Regular Meeting**

**May Librarian's Report**

**Bills:**

- **May Claims Report**
- **Library Claims for May**
- **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 to the Library Trust Account**

From: Brenda Ingles  
 Donation: \$100.00  
 Fund: Library Trust Account  
 Restrictions: Adopt-a-Book for specific titles

From: O So Good  
 Donation: \$25.00  
 Fund: Library Trust Account  
 Restrictions: Wine Tasting Fundraiser donation

From: Plant Sale Fundraiser  
 Donation: \$154.00  
 Fund: Library Trust Account  
 Restrictions: Fundraiser for special services & collections

From: Rx Shoppe  
Donation: \$50.00  
Fund: Library Trust Account  
Restrictions: Donation for children's Summer Reading Program

From: Citizen's State Bank  
Donation: \$50.00  
Fund: Library Trust Account  
Restrictions: Donation for children's Summer Reading Program

From: Bob's Complete Maintenance  
Donation: \$15.00  
Fund: Library Trust Account  
Restrictions: Donation for children's Summer Reading Program

From: American Trust  
Donation: \$100.00  
Fund: Library Trust Account  
Restrictions: Donation for children's Summer Reading Program

From: Fitzgerald Mechanical  
Donation: \$25.00  
Fund: Library Trust Account  
Restrictions: Donation for children's Summer Reading Program

The board expressed their thanks for all the donations.

### **Program Reports**

- **May Report on Programs & Attendance**
- **June Calendar of Events**
- **Schedule of Upcoming Programs**

**Grant Report:** None

**Friends of the Library Report:** The Friends received a \$5,000.00 grant to support Early Literacy at Your Library project with funds to replace children's computers and purchase tablets with children's education software for use in the library. This was less than the total requested so the Friends will discuss options at their next meeting.

Lynn MOVED "Approval of the Agenda Consent Calendar" which motion was seconded by Steve and CARRIED. Ayes: English, Mullis, Osterhaus, Petsche, Pitzenberger-Timp, Werner. Nays: none. Absent: Heitzman, Meade, and Valant.

**4. Consider approval of library wages and salaries effective July 1, 2017** – Motion from the Personnel committee to "provide 2% COLA adjustment to wages and salaries effective July 1, 2017 except for staff who are on the equity adjustment schedule" and CARRIED. Ayes: English, Mullis, Osterhaus, Petsche, Pitzenberger-Timp, Werner. Nays: none. Absent: Heitzman, Meade, and Valant.

**5. Consider rescheduling July regular board meeting.** – The board discussed cancelling the regular July meeting due to scheduling conflicts for the board and the library director. Jolene MOVED "to cancel the regular July meeting and authorize the Executive committee to approve bills in the absence of a meeting" which motion was seconded by Mike and CARRIED. Ayes: English, Mullis, Osterhaus, Petsche, Pitzenberger-Timp, Werner. Nays: none. Absent: Heitzman, Meade, and Valant.

6. **Personnel Committee report** – None other than COLA discussed under item 4 above.

7. **Finance Committee report** – None.

8. **Fundraising Committee Report:** About \$100.00 was raised on the Summer Getaway Raffle and the Plant sale raised about \$150.00

9. **Furnishings, Art and Facility Committee Report:** The committee is waiting for lights to be replaced with LED fixtures.

10. **Marketing Committee Report:** None.

11. **Policy Committee Report:** None.

12. **Strategic Planning Report:** None

13. **Meetings and Training:**


**Upcoming:** ARSL and ILA are on the schedule for staff.

**Recently Attended:** A variety of online training has been attended by staff members. There is a \$1,000.00 stipend available for the science café book series in the Fall. August is the All Dyersville Read program with the book, The Faith Club.

16. **Oral Presentations:** None

17. Jolene's **motion to adjourn** was seconded by Joe and CARRIED at 6:04 pm

Next meeting Tuesday, August 8, 2017 at 5:30 pm

  
Lynn Osterhaus, Secretary Pro Tem