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**James Kennedy Public Library  
Board of Trustees  
Minutes of the February 11, 2020 Meeting**

The regular monthly meeting of the Board of Trustees of the James Kennedy Public Library was held on Tuesday, February 11, 2020 in the program room. Present: Karen Tieskoetter, Mary Jane Meade, Sue Engelbrecht, Pat Valant, Catherine O'Hea, Karen Kramer, and Library Director Shirley Vonderhaar. Absent: Mike Mullis, Angela English, Joe Petsche.

1. President Mary Jane Meade called the meeting to order at 7:00 P.M.
2. Agenda: Catherine O'Hea MOVED "approval of the Agenda" which motion was seconded by Sue Engelbrecht and CARRIED. Ayes: Tieskoetter, Engelbrecht, Valant, Meade, Kramer, and O'Hea. Nays: None.
3. Agenda Consent Calendar
  - Correspondence & Communication: None
  - Minutes of Previous Meeting: January 14, 2020
  - January Librarian's Report
  - Bills
    - January Claims Report
    - Library Claims for January
    - January & February Credit Card Claims
  - Budget Reports
    - January City Report
    - January Library Report
  - Trust Account Reports
    - January Bank Statements
    - January Balance Report
    - Trust Account Expenditure Report
    - January Donations Form
      - Candy/Snack Sales - \$95.00
      - Soup Supper Fundraiser - \$645.00
      - Verla Tegeler - \$14.85
      - Coloring Book - \$5.00
      - Didio Family - In Memory of Richard Osterhaus - \$30.00
      - Shirley White - \$20.00
      - Friends of the JKPL/DRA Grant - \$2000.00
      - State Library of Iowa - \$10,000.00 (LSTA Grant)
      - Menke Family - \$50.00
      - Friends of the JKPL - \$30.00
  - Program Reports
    - January Report on Programs and Attendance
    - February Calendar of Events

- Schedule for upcoming programs
- Grant Report: None
- Friends of the Library Report
  - Book Sale made \$309.00
  - Friends reported 154 Memberships so far.
  - Bonnie Steffensmeier and Sue Willenborg are the newest officers.
- JKPL Endowment Report
  - Fund/Gift Activity Statement
  - Michelle Grover met with the Endowment Committee on 2/5 to discuss specifics on the endowment and provide fundraiser ideas.

Karen Kramer MOVED “approval of the consent items” which was seconded by Sue Engelbrecht and CARRIED. Ayes: Tieskoetter, Engelbrecht, Valant, Meade, Kramer, and O’Hea. Nays: None.

4. Library Journal America’s Star Libraries 2019 information
  - JKPL is the highest ranked library in Iowa for our operating expenditure category.
  - Amongst all expenditure categories, we are 2<sup>nd</sup> in Iowa behind West Liberty.
5. Executive Committee Report: None
6. Fundraising Committee Report
  - Soup Supper held on 1/16 was a success.
  - Love My Library Giving Tree started January 16.
  - Mystery Dinner: Had to make a last-minute venue change due to miscommunication with the date. The event was held at the Social Center and was well received. May look into using the Social Center going forward.
  - Build-A-Basket Fundraiser is starting to receive some donations.
  - Teaming up with Country Junction and FarmTek to do a STEM event and pop-up library Fundraiser at Country Junction.
  - Wine & Beer Tasting schedule for April 17<sup>th</sup>.
  - Will be renewing the 2 year raffle license.
7. Furnishings, Art & Facilities Committee Report: None
8. Marketing Committee Report: None
9. Personnel Committee Report: None
10. Finance Committee Report
  - Budget Presentation to the City Council will be held February 17<sup>th</sup>.
11. Policy Committee Report
  - Considering a waiver for computer use during the 2020 Census.
12. Strategic Planning Report
  - Planning to revise and update the current plan.
  - Will also create a Vision Statement for the library.


13. Meetings and Training

- Iowa Libraries Online Conference was on January 16. Shirley will share the video archive from the conference once it becomes available.
- ILA is October 14-16 in Dubuque

14. Oral Presentations

- Dawn is checking into options for changing the ILS (Catalog) as the contract for Follett Destiny ends at the end of March.

15. Pat Valant MOVED to adjourn the meeting and seconded by Sue Englebrecht. Meeting ADJOURNED at 8:13 P.M.

  
Catherine O'Hea