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**James Kennedy Public Library  
Board of Trustees  
Minutes of the September 8, 2020 Meeting**

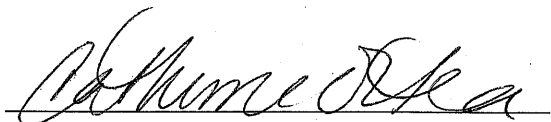
The regular monthly meeting of the Board of Trustees of the James Kennedy Public Library was held on Tuesday, September 8, 2020 electronically. With Iowa Cases of Novel Coronavirus, COVID-19, the JKPL Board Meeting was held via Zoom as it was impossible to hold an in-person meeting in the JKPL Program Room. The electronic meeting protected appointed officials, city staff and the public from the possible spread of the virus. JKPL Board members attended the electronic meeting offsite, while the Board President and Library Director attended from within the library facility. Present: Mary Jane Meade, Sue Engelbrecht, Danielle Will, Angela English, Karen Tieskoetter, and Library Director Shirley Vonderhaar. Catherine O'Hea joined the meeting at 7:30 pm. Absent: Karen Kramer. President Mary Jane Meade called the meeting to order at 7:02 pm; Angela English will fill in as acting secretary in Catherine's absence.

1. Agenda: Engelbrecht MOVED "approval of the Agenda" which motion was seconded by Tieskoetter and CARRIED. Ayes: Meade, Engelbrecht, English, Tieskoetter, and Will. Nays: None.
2. Agenda Consent Calendar
  - Correspondence & Communication: None
  - Minutes of Previous Meeting: August 11, 2020 Regular Monthly Meeting
  - August Librarian's Report
  - Bills
    - August Claims Report
    - Library Claims for September
    - August/September Credit Card Claims
  - Budget Reports
    - August City Report
    - August Library Report
  - Trust Account Reports
    - August Bank Statements – not available for meeting
    - August Balance Report – not available for meeting
    - Trust Account Expenditure Report – not available for meeting
    - August Donations Form – not available for meeting
  - Program Reports
    - August Report on Programs and Attendance
    - Children's Summer Library Program Report
    - Teen's Summer Reading Program Report
    - September Schedule of Events
    - Schedule for upcoming programs
  - Grant Report – no report
  - Friends of the Library Report – no report

- JKPL Endowment Report
  - Fund/Gift Activity Statement

English MOVED “approval of the consent items” which was seconded by Engelbrecht and CARRIED. Ayes: Meade, Engelbrecht, English, Tieskoetter, and Will. Nays: None.

3. Discussion of Current Library Operations and Services
  - Library will continue operating with appointment only and curbside services as Iowa and Delaware County are considered Red Zones by the CDC. Appointments are still required, but walk-ins are allowed if guidelines are met. To the best of the staff’s knowledge, we have not turned anyone away. Quarantine of materials will increase from 4 to 6 days. Staff will be increasing the allowed appointments on all days.
4. Consider approval of JKPL Interim Service/Reopening Plan – no changes
5. Discussion of vacancies on the JKPL Board of Trustees – still seeking applicants
6. Discussion and possible action on the recommendation from the Ad Hoc Committee regarding race, diversity and inclusion
  - Pending. We provided answers for specific questions from the Urban Library Council and we need to be approved to sign on to their statement
7. Executive Committee Report: None.
8. Finance Committee Report: None.
9. Fundraising Committee Report
  - Reviewed notes from meeting
  - Dairy Queen will be hosting a library night on Tuesday, October 6, 2020
  - Chair-ity event has begun
10. Furnishings, Art & Facilities Committee Report: None
11. Marketing Committee Report:
  - Reviewed notes from meeting
12. Personnel Committee Report: None
13. Policy Committee Report: None
14. Strategic Planning Report: None
15. Meetings and Training
  - ARSL Conference will be held September 28-October 2. Some staff members and board members are signed up to participate
  - ILA is upcoming in October with a virtual one day conference this year
  - Public Libraries of Dubuque County Agency meeting will be held on September 23, 2020 via Zoom
16. Oral Presentations: None
17. Tieskoetter MOVED to adjourn the meeting and seconded by Engelbrecht. Meeting ADJOURNED at 7:50 P.M.

  
 Catherine O'Hea