

James Kennedy Public Library
Board of Trustees
Minutes of the February 9, 2021 Meeting

The regular monthly meeting of the Board of Trustees of the James Kennedy Public Library was held on Tuesday, February 9, 2021 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, with the Library Director attending from within the library facility. Present: Karen Kramer, Catherine O'Hea, Angela English, Danielle Will, Ray Kruse, Mary Jane Meade, and Library Director Shirley Vonderhaar. Absent: Karen Tieskoetter and Sue Engelbrecht.

1. President Karen Kramer called the meeting to order at 7:00 P.M.
2. Agenda: English MOVED "approval of the Agenda" which motion was seconded by O'Hea and CARRIED. Ayes: Kramer, O'Hea, English, Will, Kruse, and Meade. Nays: None.
3. Agenda Consent Calendar
 - Correspondence & Communication
 - Minutes of Previous Meeting: January 12, 2021
 - January Librarian's Report
 - Bills
 - January Claims Report
 - Library Claims for February
 - 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
 - Soup Fundraiser - \$795.00
 - Brenda Ingles - \$200.00
 - Mask Sales - \$78.00
 - Coloring Book - \$10.00
 - Dianne Duwe - \$100.00
 - Love My Library - \$690.00
 - Program Reports
 - January Report on Programs and Attendance
 - February Schedule of Events

- Schedule for Upcoming Programs
- Grant Report
 - DRA awarded \$2000.00 to the Friends for the StoryWalk Project. Friends committed \$3000.00 to match as part of the grant application. Remainder of cost for the StoryWalk will be funded through the Richard Osterhaus memorial.
- Friends of the Library Report
 - Membership drive in progress.
- JKPL Endowment Report
 - Fund/Gift Activity Statement

Meade MOVED “approval of the consent items” which was seconded by English and CARRIED. Ayes: Kramer, O’Hea, English, Will, Kruse, and Meade. Nays: None.

4. Discussion of Current Library Operations and Services.
 - Now that Covid numbers appear to be dropping locally, the Board discussed how to determine when it is reasonable to open to larger capacity than was instituted when Dubuque County was declared a ‘red zone’ in July. Shirley noted that positivity rates are provided, which is one of the ways the red zone is determined, but didn’t feel that alone was adequate. Ray suggested looking at number of cases per 100,000 as it was a more standard number. Shirley will investigate further and report back to the Board her findings.
5. Review and possible action on JKPL Pandemic Interim Service/Reopening Plan
 - No changes currently.
6. Library Director Evaluation
 - The JKPL personnel committee shared the compiled evaluation and all were satisfied with the conclusions. Karen Kramer will sign the official evaluation documents on behalf of the Board to go into Shirley’s personnel file.
7. Discussion regarding Imagine 2030 Dyersville community vision process
 - Board will brainstorm ideas and send approximately five ideas to Karen and Shirley to compile to discuss at our next meeting.
8. Fundraising Committee Report
 - Soup fundraiser was a success. Will plan for more patrons next year.
 - Love My Library is ongoing and response has been good. Social media appears to be reaching more people.
 - Collecting baskets for Build a Basket Fundraiser. Bidding begins March 1st.
9. Furnishings, Art & Facilities Committee Report: None
10. Marketing Committee Report
 - Will not be participating in St. Patrick’s Day Parade due to Covid-19 concerns.
 - Discussed proposed changes to monthly reports
11. Personnel Committee Report: None
12. Finance Committee Report

- FY22 Budget Presentation – February 15th
13. Policy Committee Report: None
 14. Strategic Planning Report: None
 15. Meetings and Training: None
 16. Oral Presentations: None
 17. English MOVED to "adjourn meeting at 8:26 P.M." Second by Tauke and CARRIED.
Ayes: Kramer, O'Hea, English, Will, Kruse, and Meade. Nays: None.


Catherine O'Hea