

**James Kennedy Public Library**  
**Board of Trustees**  
**Minutes of the July 10, 2024 Regular Meeting**

The regular monthly meeting of the Board of Trustees of the James Kennedy Public Library was held on Wednesday, July 10, 2024 in the Genealogy Room. Present: Beth Gudenkauf, Sally Kelly, Catherine O'Hea, Alex Wiezorek, Monika Steffen, Danelle Schroeder, Beth Derr and Library Director Shirley Vonderhaar. Absent: none.

1. Board President Alex Wiezorek called the meeting to order at 6:12 pm.
  
2. Consider approval of Agenda  
O'Hea MOVED "Approval of Agenda" seconded by Kelly.  
Ayes: Gudenkauf, Kelly, O'Hea, Wiezorek, Schroeder, Derr, Steffen  
Nays: None  
Motion CARRIED
  
3. Agenda Consent Calendar
  - o Correspondence and Communication
  - o Approve minutes of previous meeting: June 12, 2024 regular meeting
  - o Approve June Librarian's report
  - o Approve bills:
    - June bills submitted June 24, 2024
    - July bills
    - Claims report for June
    - June and July credit card claims
  - o Budget reports
    - June city report
    - June library report
  - o Trust account reports
    - June bank statements
    - June balance report
    - Trust account expenditure report
    - June donations report
  - o Program reports
    - June report of programs and attendance
    - June WhoFi Program Overview
    - July schedule of events
    - Schedule for upcoming programs
  - o Quarterly contract use reports
    - Statistics by city/residence area
    - Statistics by contract/service area
  - o Grant report
  - o Friends of the Library report
  - o JKPL Endowment report

O'Hea MOVED "Approval of Agenda consent" seconded by Kelly.  
Ayes: Gudenkauf, Kelly, O'Hea, Wiezorek, Schroeder, Derr, Steffen  
Nays: None

Motion CARRIED

4. Consider approval of library wages and salaries effective the first pay period of July 2024.  
The Personnel Committee MOVED "Approval of library wages and salaries presented, effective the first pay period of July 2024." No second needed since motion came from committee.  
Ayes: Gudenkauf, Kelly, O'Hea, Wiezorek, Schroeder, Derr, Steffen  
Nays: None  
Motion CARRIED
5. Consider changing regular September meeting date  
Wiezorek MOVED to "change the regular scheduled September meeting date to Monday, September 9<sup>th</sup> at 6pm" seconded by Steffen.  
Ayes: Gudenkauf, Kelly, O'Hea, Wiezorek, Schroeder, Derr, Steffen  
Nays: None  
Motion CARRIED
6. Consider changing regular October meeting date  
Wiezorek MOVED to "change the regular scheduled October meeting date to Wednesday, October 16<sup>th</sup> at 6pm" seconded by Steffen.  
Ayes: Gudenkauf, Kelly, O'Hea, Wiezorek, Schroeder, Derr, Steffen  
Nays: None  
Motion CARRIED
7. Consider closing the library for 4 days in December to allow for painting of interior walls  
Wiezorek MOVED to "close the library Tuesday, December 10<sup>th</sup>-Friday, December 13<sup>th</sup>" seconded by Steffen.  
Ayes: Gudenkauf, Kelly, O'Hea, Wiezorek, Schroeder, Derr, Steffen  
Nays: None  
Motion CARRIED
8. Executive committee report — no report
9. Finance committee report — no report
10. Fundraising committee report
  - o Notes from July 8th meeting
11. Furnishings, Art, & Facilities committee report — no report
12. Marketing committee report — no report
13. Personnel committee report
  - o Notes from June committee electronic discussion
14. Policy committee report — no report
15. Strategic planning report — no report

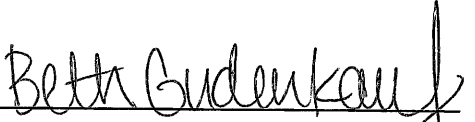
16. Meetings and training

- City council attendance
  - August 5: O'Hea
- Upcoming
  - ARSL: Shirley is registered in September
  - ILA: October 9-11 in Des Moines
  - New Member Orientation: August 14<sup>th</sup> at 5pm
- Recently attended

17. Oral presentations

18. Adjournment

Steffen MOVED to adjourn seconded by O'Hea. Meeting ADJOURNED by Wiezorek at 7:24 pm.

  
Beth Gudenkauf, Secretary