

**James Kennedy Public Library  
Board of Trustees  
Minutes of the February 15, 2022 Meeting**

The regular monthly meeting of the Board of Trustees of the James Kennedy Public Library was held on Tuesday, February 15, 2022 in the Hoffman Room. Present: Angela English, Marcus Ingles, Karen Kramer, Ray Kruse, Karen Tieskoetter, Danielle Will, and Library Director Shirley Vonderhaar. Absent: Sue Engelbrecht, Marcus Ingles, Catherine O'Hea, Alex Wiezorek.

1. Board President Karen Kramer called the meeting to order at 6:06 pm.
2. Consider approval of Agenda
  - o English MOVED "Approval of Agenda," and seconded by Will.  
Ayes: English, Kramer, Kruse, Tieskoetter, and Will  
Nays: None  
Motion CARRIED
3. Agenda Consent Calendar
  - o Correspondence and Communication
  - o Approve minutes of previous meetings and work sessions: January 11, 13, and 18, 2022
  - o Approve January Librarian's report
  - o Approve bills:
    - February bills
    - Claims report for January
    - January and February credit card claims
  - o Budget reports
    - January city report
    - January library report
  - o Trust account reports
    - January bank statements
    - January balance report
    - Trust account expenditure report
    - January donations report
  - o Program reports
    - January report of programs and attendance
    - February schedule of events
    - Schedule for upcoming programs
  - o Grant report
  - o Friends of the Library report
  - o JKPL Endowment report
  - o Kruse MOVED "Approval of the consent items," seconded by English.  
Ayes: English, Kramer, Kruse, Tieskoetter, and Will  
Nays: None  
Motion CARRIED
4. Discussion of current library operations and services
5. Update on Strategic Planning process
  - o Notes from JKPL Strategic Planning subcommittee

- English MOVED to amend the JKPL Mission Statement to “The James Kennedy Public Library enriches the Dyersville community by providing equal access to creative resources for entertainment and education,” seconded by Tieskoetter.
  - English MOVED to approve the amended JKPL Mission Statement, seconded by Tieskoetter.
    - Ayes: English, Kramer, Kruse, Tieskoetter, and Will
    - Nays: None
    - Motion CARRIED
  - English MOVED to amend the JKPL Vision Statement to “The James Kennedy Public Library helps create a thriving community to inspire curiosity, creativity, innovation, and connection.”
  - Kruse MOVED to approve the amended JKPL Vision statement, seconded by English.
    - Ayes: English, Kramer, Kruse, Tieskoetter, and Will
    - Nays: None
    - Motion CARRIED
  - Consider approval of JKPL Service Responses. As motion comes from Committee, no second is needed.
    - Ayes: English, Kramer, Kruse, Tieskoetter, and Will
    - Nays: None
    - Motion CARRIED
  - Consider approval of JKPL Goals. As motion comes from Committee, no second is needed.
    - Ayes: English, Kramer, Kruse, Tieskoetter, and Will
    - Nays: None
    - Motion CARRIED
6. Consider approval of closing the JKPL on Friday, March 11, 2022 for staff training and in-service
- English MOVED “Approval of closing JKPL on Friday, March 11, 2022,” seconded by Kruse.
    - Ayes: English, Kramer, Kruse, Tieskoetter, and Will
    - Nays: None
    - Motion CARRIED
7. Executive committee report — no report
8. Fundraising committee report
- Notes from February 8, 2022 meeting
9. Furnishings, Art, & Facilities committee report
- Consider approval of ADA checklist for existing facilities: Priority 1 – Approach and entrance. As motion comes from Committee, no second is needed.
    - Ayes: English, Kramer, Kruse, Tieskoetter, and Will
    - Nays: None
    - Motion CARRIED
10. Personnel committee report — no report
11. Finance committee report

- Discussion and possible action on FY23 JKPL operating budget request – no action taken
12. Marketing committee report
- Notes from electronic meetings
13. Policy committee report
- Notes from electronic meetings
  - Consider approval of JKPL Personnel Policy statement and addendums: Employee appearances, holidays, inclement weather, social media sites, and social media comments. As motion comes from Committee, no second is needed.  
Ayes: English, Kramer, Kruse, Tieskoetter, and Will  
Nays: None  
Motion CARRIED
  - Consider approval of Internet access and acceptable use policy. As motion comes from Committee, no second is needed.  
Ayes English, Kramer, Kruse, Tieskoetter, and Will  
Nays: None  
Motion CARRIED
14. JKPL Application for Accreditation and Direct State Aid Tier Level
15. Meetings and training
- City council attendance
    - March 7: Kramer
  - Upcoming
    - March 17: Public Libraries of Dubuque County Regular Spring Meeting, English to attend, all board members are invited
  - Recently attended
16. Oral presentations — none
17. Adjournment
- Kruse MOVED to adjourn seconded by Will. Meeting ADJOURNED by Kramer at 7:05 pm.



Danielle Will, Secretary