

**James Kennedy Public Library
Board of Trustees
Minutes of the April 12, 2022 Meeting**

The regular monthly meeting of the Board of Trustees of the James Kennedy Public Library was held on Tuesday, April 12, 2022 in the Hoffman Room. Present: Angela English, Marcus Ingles, Ray Kruse, Catherine O’Hea, Karen Tieskoetter, Alex Wiezorek, Danielle Will, Library Director Shirley Vonderhaar, Assistant Library Director Dawn Schrandt, and City Councilmember Tom Westhoff. Absent: Sue Engelbrecht, Karen Kramer.

- 1. Board Vice President Catherine O’Hea called the meeting to order at 6:00 pm.
- 2. Consider approval of Agenda

- o English MOVED "Approval of Agenda," and seconded by Kruse.
Ayes: English, Ingles, O’Hea, Kruse, Tieskoetter, Wiezorek, and Will
Nays: None
Motion CARRIED

3. Agenda Consent Calendar

- o Correspondence and Communication
- o Approve minutes of previous meeting: March 15, 2022
- o Approve March Librarian’s report
- o Approve bills:
 - April bills
 - Claims report for March
 - March and April credit card claims
- o Budget reports
 - March city report
 - March library report
- o Trust account reports
 - March bank statements
 - March balance report
 - Trust account expenditure report
 - March donations report
- o Program reports
 - March report of programs and attendance
 - April schedule of events
 - Schedule for upcoming programs
- o Contract use reports
 - Statistics by residence area
 - Statistics by contract/service area
- o Grant report — no report
- o Friends of the Library report
 - Next meeting: April 17, 2022
- o JKPL Endowment report
- o Wiezorek MOVED "Approval of the consent items," seconded by Ingles.
Ayes: English, Ingles, O’Hea, Kruse, Tieskoetter, Wiezorek, and Will
Nays: None
Motion CARRIED

4. Discussion of current library operations and services
5. Executive committee report — no report
6. Fundraising committee report
 - o Notes from April 2022 e-meeting
7. Furnishings, Art, & Facilities committee report — no report
8. Personnel committee report — no report
9. Finance committee report
 - o Schedule board work session to draft proposed FY23 JKPL operating budget
10. Marketing committee report — no report
11. Policy committee report
 - o Notes from electronic discussion
 - o Motion from the committee: Consider approval of revised Circulation and Services Policy. As motion is from the Committee, no second is needed.
 - Ayes: English, Ingles, O'Hea, Kruse, Tieskoetter, Wiezorek, and Will
 - Nays: None
 - Motion CARRIED

12. Meetings and training

- o City council attendance
 - May 2: Wiezorek
- o Board training
- o Upcoming
 - April 19: City Administrator meeting
 - Kramer, English and Vonderhaar
 - ISLA Spring meeting – Zurawski and Vonderhaar
- o Recently attended
 - Public Libraries of Dubuque County 28E Agency spring meeting
 - English noted: Contracts adjustment based on 2020 census

13. Oral presentations — none

14. Adjournment

Wiezorek MOVED to adjourn seconded by Ingles. Meeting ADJOURNED by ~~Kramer~~ at 6:47 pm.

O'Hea

DMW
05/10/22



Danielle Will, Secretary