

James Kennedy Public Library
Board of Trustees
Minutes of the February 10th, 2026 Regular Meeting

The regular monthly meeting of the Board of Trustees of the James Kennedy Public Library was held on Tuesday, February 10th, 2026 in the Hoffman Room. Present: Beth Gudenkauf, Beth Derr, Alex Wiezorek, Catherine O’Hea, Melissa Kane, Alycia Willenbring, Monika Steffen and Library Director Shirley Vonderhaar. Absent: Danelle Schroeder and Sally Kelly.

1. President Alex Wiezorek called meeting to order at 6:06 pm.

2. Consider Approval of Agenda

Steffen MOVED “Approval of Agenda,” seconded by Kane.
Ayes: Gudenkauf, Derr, Wiezorek, O’Hea, Kane, Steffen and Willenbring
Nays: None
Motion CARRIED

3. Consider Approval of Agenda Consent Calendar

- Correspondence & Communication
- Approve Minutes of Previous Meeting: January 13, 2026 Regular Meeting
- Approve January Librarian’s Report
- Approve Bills:
 - February Bills
 - Claims Report for January
 - January & February Credit Card Claims
- Budget Reports
 - January City Report
 - January Library Report
- Trust Account Reports
 - January Bank Statements - The City closed the account at Midwest One and deposited the funds in the Fidelity Bank.
 - January Balance Report
 - Trust Account Expenditure Report
 - January Donations
- Program Reports
 - January Report on Programs and Attendance
 - January WhoFi Program Overview
 - February Schedule of Events
 - Schedule for Upcoming Programs
- Grant Report – Nothing to Report
- Friends of the Library Report – Their next meeting is scheduled for March 10. They have decided to host a 1-day book sale on March 28, the same hours as the JKPL STEAMfest.

- JKPL Endowment Report – reviewed fund statement
- Strategic Planning Report – Nothing to Report
- Public Libraries of Dubuque County Agency update – Durango joined the Agency effective January 1, 2026, and the Spring Agency meeting is scheduled for March 19.
- Committee Reports
 - Executive Committee – nothing to report
 - Finance Committee –FY27 Budget request will be presented at the City Council Work Session on Monday, February 16, following the regular Council Meeting.
 - Fundraising, Marketing and Public Relations Committee – discussed recent fundraisers and upcoming.
 - Furnishings, Art & Facilities Committee – Reviewed and are recommending for Approval the ADA Checklist for Existing Facilities: Priority 3 – Toilet Rooms
 - Personnel Committee – nothing to report
 - Policy Committee - Reviewed and are recommending for Approval the Policies.

Steffen MOVED “Approval of Agenda Consent Calendar,” seconded by Derr.

Ayes: Gudenkauf, Derr, Wiezorek, O’Hea, Kane, Steffen and Willenbring

Nays: None

Motion CARRIED

4. Consider Approval of extending library open hours on Saturday, March 14, 2026

Kane MOVED “Approval of extending library hours on Saturday, March 14th,” seconded by Steffen.

Ayes: Gudenkauf, Derr, Wiezorek, O’Hea, Kane, Steffen and Willenbring

Nays: None

Motion CARRIED

5. Consider Approval of JKPL Personnel Policy Statement and Addendums: Employee Appearance, Holidays, Inclement Weather, Social Media Sites and Social Media Comments

Policy Committee MOVED “Approval of JKPL Personnel Policy Statement and Addendums: Employee Appearance, Holidays, Inclement Weather, Social Media Sites and Social Media Comments.” No second needed.

Ayes: Gudenkauf, Derr, Wiezorek, O’Hea, Kane, Steffen and Willenbring

Nays: None

Motion CARRIED

6. Consider Approval of Library Access for Sex Offenders Convicted of Sex Offenses Against Minors

Policy Committee MOVED "Approval of Library Access for Sex Offenders Convicted of Sex Offenses Against Minors." No second needed.

Ayes: Gudenkauf, Derr, Wiezorek, O'Hea, Kane, Steffen and Willenbring

Nays: None

Motion CARRIED

7. Review and consideration of ADA Checklist for Existing Facilities:
Priority 3 – Toilet Rooms

Steffen MOVED "Approval of JKPL Application for Accreditation and Direct State Aid Tier Level," seconded by Derr.

Ayes: Gudenkauf, Derr, Wiezorek, O'Hea, Kane, Steffen and Willenbring

Nays: None

Motion CARRIED

8. Review and consideration of JKPL Application for Accreditation and Direct State Aid Tier Level

No motion needed – for our information only.

9. Meetings and Training

- City Council Attendance: March 2: Monika Steffen
- Upcoming
- Recently Attended: Shirley attended several ILOC sessions.
- Trustee Training: The Council approved a Code of Conduct Policy recently. This code applies to all Board Members.

10. Oral Presentations

11. Adjournment

Steffen MOVED to adjourn, seconded by Derr. Meeting
ADJOURNED by Wiezorek at 6:41 pm.

Beth Gudenkauf
Beth Gudenkauf, Secretary

3/10/20
Date