LIBRARY BOARD MEETING

Hoffman Community Room - James Kennedy Public Library
Tuesday, September 08, 2026
6:00 PM

MINUTES

CALL TO ORDER – ROLL CALL

President Gudenkauf called the meeting to order at 6:02 pm.

PRESENT
President Beth Gudenkauf
Vice President Beth Derr
Shannon Hermsen
Secretary Jenni Oberbroeckling
Danelle Schroeder
Alex Wiezorek

ABSENT
Alycia Willenbring

APPROVAL OF AGENDA

Motion made by Secretary Oberbroeckling, Seconded by Vice President Derr.
Voting Yea: President Gudenkauf, Vice President Derr, Hermsen, Secretary Oberbroeckling, Schroeder, Wiezorek. Motion carried.

APPROVAL OF CONSENT AGENDA

1. Correspondence and Communication
2. Approve Minutes: August 11, 2026
3. Approve Librarian's Report: August 2026
4. Approve Bills: September 2026
5. Approve Claims Report: August 2026
6. Approve Credit Card Claims: August and September 2026
7. City Budget Report: August 2026
8. Library Budget Report: August 2026
9. Trust Account Bank Statement: August 2026
10. Trust Account Report: August 2026
11. Trust Account Expenditure Report
12. Trust Account Income: August 2026
13. Programs and Attendance Report: August 2026; Summer Library Program Reports – Children's Teen, and Adult
14. WhoFi Program Overview: August 2026
15. Schedule of Programs and Activities: September 2026
16. Schedule of Upcoming Programs and Activities
17. Grant Report
18. Friends of the JKPL Report

19. JKPL Endowment Report: July 2026 Summary
20. Strategic Planning Report
21. Executive Committee Report
22. Personnel Committee Report
23. Finance Committee Report: Notes from Committee email discussion – August 14-27, 2026
24. Fundraising, Marketing, and Public Relations Committee Report: Notes from meeting – September 2, 2026; FY26 Fundraising Financial Report; FY27 Fundraising Schedule; FY27 Marketing Schedule; JKPL Data Profile
25. Furnishings, Art, and Facilities Committee Report
26. Policy Committee Report

Motion made by Wiezorek, Seconded by Hermsen.
Voting Yea: President Gudenkauf, Vice President Derr, Hermsen, Secretary Oberbroeckling, Schroeder, Wiezorek. Motion carried.

ACTION ITEMS

27. Discussion and possible action on Friends of the JKPL request for patron addresses
    Motion made by Vice President Derr, Seconded by Wiezorek to share patron addresses only with the Friends group, for their fall membership mailing.
    Voting Yea: President Gudenkauf, Vice President Derr, Hermsen, Secretary Oberbroeckling, Schroeder, Wiezorek. Motion carried.
28. Consider approval of revised Job Descriptions: All Library Staff
    Motion to approve the proposed job descriptions made by the Personnel Committee so no second required.
    Voting Yea: President Gudenkauf, Vice President Derr, Hermsen, Secretary Oberbroeckling, Schroeder. Voting Nay: Wiezorek. Motion carried.
29. Consider Approval of Allocations from Trust Account
    Motion to approve allocation plan made by Wiezorek, Seconded by Secretary Oberbroeckling.
    Voting Yea: President Gudenkauf, Vice President Derr, Hermsen, Secretary Oberbroeckling, Schroeder, Wiezorek. Motion carried.

MEETINGS AND TRAININGS

30. City Council Meeting Attendance: October 5, 2026
    Alex Wiezorek will attend the October 5 meeting.
31. Upcoming Meetings and Training: ILA and ARSL Conferences and Public Libraries of Dubuque County Agency meeting
    Beth Gudenkauf will attend the Public Libraries of Dubuque County Agency meeting on September 10, Dawn Schrandt will attend the ARSL Conference on September 17-19, Beth Gudenkauf, Beth Derr and Christa Palm will attend the ILA Conference on October 8-9.
32. Recently Attended Meetings and Training
33. Trustee Training: Boardroom Essentials Video Episode 2 – Board Member Expectation

ORAL PRESENTATIONS

ADJOURNMENT

Motion made by Vice President Derr, Seconded by Schroeder.
Voting Yea: President Gudenkauf, Vice President Derr, Hermsen, Secretary Oberbroeckling, Schroeder, Wiezorek. Motion carried.

Meeting adjourned at 6:40 pm by President Gudenkauf.

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Jenni Oberbroeckling, Secretary Date