

James Kennedy Public Library
Board of Trustees
Minutes of the October 14, 2025 Regular Meeting

The regular monthly meeting of the Board of Trustees of the James Kennedy Public Library was held on Tuesday, October 14, 2025 in the Genealogy Room. Present: Beth Gudenkauf, Beth Derr, Alex Wiezorek, Catherine O'Hea, Melissa Kane, Alycia Willenbring, Monika Steffen, Sally Kelly, Library Director Shirley Vonderhaar, and Assistant Library Director Dawn Schrandt. Absent: Danelle Schroeder.

1. President Alex Wiezorek called meeting to order at 6:00 pm.

2. Consider Approval of Agenda

O'Hea MOVED "Approval of Agenda," seconded by Willenbring.

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

Nays: None

Motion CARRIED

3. Consider Agenda Consent Calendar

- Correspondence & Communication
- Approve Minutes of Previous Meetings: September 9, 2025 Regular Meeting
- Approve September Librarian's Report
- Approve Bills:
 - October Bills
 - Claims Report for September
 - September & October Credit Card Claims
- Budget Reports
 - September City Report
 - September Library Report
- Trust Account Reports
 - September Bank Statements
 - September Balance Report
 - Trust Account Expenditure Report
 - September Donations
- Program Reports
 - September Report of Programs and Attendance
 - September WhoFi Program Overview
 - October Schedule of Events
 - Schedule for Upcoming Programs
 - Summer Library Program Reports: Children, Teen and Adult
- Quarterly Contract Use Reports
 - Statistics by City / Residence Area
 - Statistics by Contract / Service Area
- Grant Report – Shirley's attendance at the ARSL Conference and Health Reference Preconference was funded by a \$1500 NNLM Professional Development Award. Dyersville Area Community Foundation awarded a

\$1500 grant to fund new hardcover books as incentives for the 2026 Children's Summer Library Program

- Friends of the Library Report – reviewed their minutes from September meeting.
- JKPL Endowment Report – nothing new to report.
- Strategic Planning Report – nothing new to report.
- Committee Reports
 - Executive Committee – nothing new to report.
 - Finance Committee – nothing new to report.
 - Fundraising, Marketing and Public Relations Committee
 - reviewed September 9 committee meeting notes, 2026 events and activities, and October 13 committee meeting notes.
 - Furnishings, Art & Facilities Committee - nothing new to report.
 - Personnel Committee – nothing new to report.
 - Policy Committee – The committee discussed via email the proposed change to the Realia Circulation policy. Will discuss as an action item this evening.

Agenda Consent Calendar BG

Kane MOVED ~~"Approval of Agenda,"~~ seconded by Steffen.

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

Nays: None

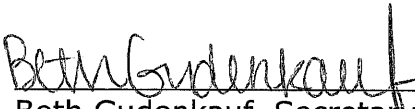
Motion CARRIED

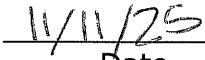
4. Appointment of Committee to Evaluate Library Director – President Alex Wiezorek appointed the personnel committee to conduct the Library Director's evaluation.
5. JKPL - FY25 Iowa Public Library General Information Survey –We are waiting for City Clerk to complete FY25 finances / transfers. Will be emailed once it's finalized.
6. Consider approval of FY25 JKPL Annual Report – We will table this and approve next meeting. Still waiting on some updated numbers.
7. Consider adjusting library hours on Saturday, December 6, 2025 – The marketing team did not feel it was necessary to adjust hours for the day of the Dyersville Downtown Market/Cookie Walk.
8. Consider approval of revised Realia Circulation Policy
Policy Committee MOVED to "approve the Realia Circulation Policy." No second needed.
Ayes: Gudenkauf, Derr, Wiezorek, O'Hea, Kane, Willenbring, Steffen, and Kelly.
Nays: None
Motion CARRIED
9. Meetings and Training
 - City Council Attendance – November 3: Sally Kelly

- Upcoming – Paul and Dawn are attending the Learning Circuit on Library Program evaluation on October 23
- Recently Attended – Catherine attended the Agency meeting; Shirley attended ARSL
- Trustee Training

10. Oral Presentations – discussed our resources for purchasing books since Baker & Taylor is ceasing operations.

11. Adjournment
Steffen MOVED to adjourn, seconded by O’Hea. Meeting ADJOURNED by Wiezorek at 6:44 pm.


Beth Gudenkauf, Secretary


Date