

**James Kennedy Public Library
Board of Trustees
Minutes of the October 11, 2023 Regular Meeting**

The regular monthly meeting of the Board of Trustees of the James Kennedy Public Library was held on Wednesday, October 11, 2023 in the Genealogy Room. Present: Kami Boffeli, Sue Engelbrecht, Beth Gudenkauf, Ray Kruse, Catherine O’Hea, Alex Wiezorek, Danielle Will, and Library Director Shirley Vonderhaar. Absent: Sally Kelly.

1. Board President Catherine O’Hea called the meeting to order at 6:00 pm.

2. Consider approval of Agenda

Engelbrecht MOVED “Approval of Agenda” seconded by Kruse.

Ayes: Boffeli, Engelbrecht, Gudenkauf, Kruse, O’Hea, Wiezorek, and Will

Nays: None

Motion CARRIED

3. Agenda Consent Calendar

- Correspondence and Communication
- Approve minutes of previous meeting: September 13, 2023 regular meeting
- Approve September Librarian’s report
- Approve bills
 - October bills
 - Claims report for September
 - September and 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
 - Adult Summer Library Program final report
 - October schedule of events
 - Schedule for upcoming programs
- Quarterly Contract Use reports
 - Statistics by city/residence area
 - Statistics by contract/service area
- Grant report
- Friends of the Library report
- JKPL Endowment report

Kruse MOVED “Approval of Agenda Consent” seconded by Wiezorek.

Ayes: Boffeli, Engelbrecht, Gudenkauf, Kruse, O’Hea, Wiezorek, and Will

Nays: None

Motion CARRIED

4. Appointment of committee to evaluate Library Director
 - O'Hea appointed Will, Kruse, and Gudenkauf
5. Discussion and possible action on adjusting library hours of operation for Saturday, December 2, 2023
 - Wiezorek MOVED to extend library hours of operation for Saturday, December 2, 2023 to 6:00 pm seconded by Gudenkauf.
 - Ayes: Boffeli, Engelbrecht, Gudenkauf, Kruse, O'Hea, Wiezorek, and Will
 - Nays: None
 - Motion CARRIED
6. Executive committee report — no report
7. Finance committee report — no report
8. Fundraising committee report
 - Notes from October committee meeting
9. Furnishings, Art, & Facilities committee report — no report
10. Marketing committee report — no report
11. Personnel committee report — no report
12. Policy committee report
 - Consider approval of revised Programs Policy
 - Not all of the Policy Committee members have reviewed so this is included as information but not as recommendation at this time
13. Strategic planning report — no report
14. Meetings and training
 - City Council
 - Nov 6: O'Hea
 - Upcoming
 - ILA
 - O'Hea, Wiezorek, and Will attending
 - Assistant Library Director Dawn Schrandt, Young Adult Librarian Paul Zurowski, Children's Librarian Christa Palm, and Clerk Brian Alm attending
 - Recently attended
 - Library Director Shirley Vonderhaar attended ARSL in Wichita in September
15. Oral presentations
16. Adjournment
 - Engelbrecht MOVED to adjourn seconded by Wiezorek. Meeting ADJOURNED by O'Hea at 7:12 pm.



Danielle Will, Secretary