

Notes from Finance Committee email discussion – August 14-27, 2026.

Members of the Finance Committee discussed the following topics via email. Participants were Danelle Schroeder, Chair, and members Beth Gudenkauf and Jenni Oberbroeckling.

FY27 Trust Account Allocation: For the FY27 Budget year, the Board agreed to fund \$5,205 of typical operating expenses out of the Trust account. Shirley recommended the follow plan:

Adult Fiction (\$2,000.00)	Use unspecified donations brought forward from previous years plus \$1000 from Ray Rardin's annual donation
Adult Nonfiction (\$1,000.00)	Use Norma Jean Warner Trust
Young Adult Fiction (\$500.00)	Use Comics and Games donation
eMaterials (\$205.00)	Use Scherrman donation and LML donations specified for Libby
Databases (\$1,000.00)	Use Soppe bequest for Genealogy (Ancestry)
Creation Station / LoT (\$500.00)	Use Comics and Games donation

The committee agreed that this was a reasonable use of funds and recommends the Board approve this allocation plan.

How to support JKPL flier / trifold: The committee agreed that a trifold or flier of some kind that features the different ways people can support the JKPL would be a useful document. Shirley will work with Dawn to create something that includes financial donations to the JKPL directly, Friends, and Endowment, as well as donations of materials. Fundraising activities may also be included. Shirley will bring a draft to the Committee when it is ready to review.

Endowment: Endowment activity and support has been very limited in recent years so the committee briefly discussed ways to promote and grow. There are restrictions on what Board and Staff can do as the Endowment is a completely separate, private entity. For reference, here is guidance received from the State Law Library when the Endowment was first established (2019):

Library staff and trustees can fundraise for the community foundation on their own time and without using any of the library's resources, including equipment and supplies such as copiers, computers, software, telephones, staplers, paper, etc. It's my understanding that the trustees should avoid planning any projects or campaigns for the foundation's benefit during library board meetings; such assistance should be separate from the library's business and neither staff nor trustees should use their formal associations with the library to promote the foundation's goals (for instance, creating a brochure and putting a note on it that credits the efforts of Shirley Vonderhaar, Library Director and David Smith, President of the Library Board of Trustees, etc.). I am at a loss for words to convey to you just how much the State Auditor's Office hates community foundations; the Auditor has nothing good to say about them. The Deputy State Auditor has told me repeatedly that if the auditors ever catch a library giving ANYTHING to a community foundation, the state makes them get back every single penny, so please be careful to not expend any staff time or public resources on the community foundation.

Angela English was very involved in starting the endowment and has continued to help with Great Give Day. Shirley reached out to her to see if she was interested in doing more and she said maybe – but she requested the library write up something regarding what we would want her to do before she agreed. The Committee thought having someone not on the Board take over a larger role would be a good idea. Shirley will reach out to Angela

and potential set up a meeting to discuss further. We also have a brochure that was made in 2019 that needs to be reviewed and potentially updated.

Trust Account Use: The past couple of years, due to budget restrictions, the Board has allocated funds from the Trust Account to cover some operating expenses (materials & programs). Since it sounds like the budget will continue to be restricted, for planning purposes, Shirley wondered if the Board wanted to establish a minimum to keep available in the Trust account. The Committee asked for more information and decided to discuss this in person prior to the September 8 Board meeting.