

**James Kennedy Public Library
Board of Trustees
Minutes of the June 13, 2023 Meeting**

The regular monthly meeting of the Board of Trustees of the James Kennedy Public Library was held on Tuesday, June 13, 2023 in the Hoffman Room. Present: Kami Boffeli, Beth Gudenkauf, Sally Kelly, Catherine O’Hea, Alex Wiezorek, Sue Engelbrecht, and Library Director Shirley Vonderhaar. Absent: Karen Kramer, Ray Kruse, Danielle Will.

1. Board President Catherine O’Hea called the meeting to order at 6:02 pm and appointed Alex Wiezorek as acting Secretary.
2. Consider approval of Agenda
 - Sue Engelbrecht MOVED “Approval of Agenda” seconded by Gudenkauf.
 - Ayes: Kami Boffeli, Beth Gudenkauf, Sally Kelly, Catherine O’Hea, Alex Wiezorek, and Sue Engelbrecht.
 - Nays: None
 - Motion CARRIED
3. Agenda Consent Calendar
 - Correspondence and Communication
 - Approve minutes of previous meeting: May 9, 2023 regular meeting
 - Approve May Librarian’s report
 - Approve bills:
 - June bills
 - Claims report for May
 - May and June credit card claims
 - Budget reports
 - May city report
 - May library report
 - Trust account reports
 - May bank statements
 - May balance report
 - Trust account expenditure report
 - May donations report
 - Program reports
 - May report of programs and attendance
 - May WhoFi program overview
 - June schedule of events
 - Schedule for upcoming programs
 - Grant report
 - Friends of the Library report
 - JKPL Endowment report
 - Fund statement for May 2023

Engelbrecht MOVED “Approval of Agenda consent items, including authorizing the Executive Committee to review and approve any pending June bills” seconded by Gudenkauf.

Ayes: Kami Boffeli, Beth Gudenkauf, Sally Kelly, Catherine O’Hea, Alex Wiezorek, and Sue Engelbrecht.

Nays: None

Motion CARRIED

4. Discussion and possible action on Current Library Operations and Services with regard to the Pandemic Interim Service Plan

- o Motion from policy committee to return to normal services. Since from the committee, no second needed.

Ayes: Kami Boffeli, Beth Gudenkauf, Sally Kelly, Catherine O’Hea, Alex Wiezorek, and Sue Engelbrecht.

Nays: None

Motion CARRIED

5. Discussion and possible action on setting the day and time for the regular monthly meeting of the Board of Trustees of the James Kennedy Public Library. Discussion centered on changing the regular meeting date from Tuesday to Wednesday to better serve the schedules of current Board members.

- o Sue Engelbrecht MOVED “To Change regular meeting to the second Wednesday of the month, and revisit in September” seconded by Gudenkauf.

Ayes: Kami Boffeli, Beth Gudenkauf, Sally Kelly, Catherine O’Hea, Alex Wiezorek, and Sue Engelbrecht.

Nays: None

Motion CARRIED. Upcoming meeting dates will be Wednesdays, July 12, August 9 and September 13.

6. Discussion and possible action on rescheduling the July regular Board Meeting date. Board members present felt a meeting on July 12 would be acceptable so no action taken.

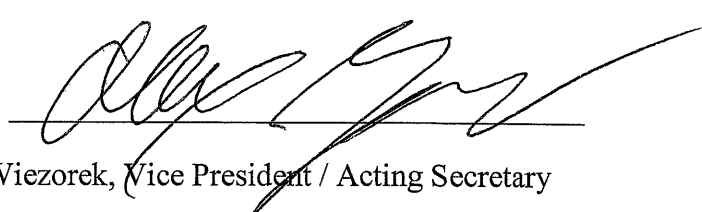
7. Executive Committee Report – no report

8. Fundraising committee report

Notes from June 2023 electronic discussion discussed. Wiezorek laid out the plan for **BOOK ART Fundraiser** for the board. This event will kick off at the June Downtown Market and end at the July Downtown Market. Catherine thought she would be able to staff the book art booth at the June event and Alex will manage it in July.

9. Furnishings, Art, & Facilities committee report – no updates

10. Marketing Committee Report
Notes from the May email meeting shared. Committee discussed plans for the While You Wait program and the MailerLite program
11. Personnel committee report
Committee agreed to wait until the City Council takes action on city staff wages to make a recommendation for library staff.
12. Finance committee report
Committee discussed via email the current rates for full-service membership and are not recommending any changes at this time.
13. Policy committee report
Committee discussed the Pandemic Service Plan via email and made a recommendation as part of Agenda Item 4.
14. Strategic planning report — no report
15. Meetings and training
 - City council attendance
 - July 3rd at Noon, Sally Kelly
 - Upcoming
 - Recently attended
 - Trustee training
16. Oral presentations - none
17. Adjournment 7:11 pm.
Sue Engelbrecht MOVED “Adjourn ” seconded by Gudenkauf.
Ayes: Kami Boffeli, Beth Gudenkauf, Sally Kelly, Catherine O’Hea, Alex Wiezorek, and Sue Engelbrecht
Nays: None
Motion CARRIED



Alex Wiezorek, Vice President / Acting Secretary