

**James Kennedy Public Library
Board of Trustees
Minutes of the June 12, 2024 Regular Meeting**

The regular monthly meeting of the Board of Trustees of the James Kennedy Public Library was held on Wednesday, June 12, 2024 in the Genealogy Room. Present: Kami Boffeli, Beth Gudenkauf, Ray Kruse, Catherine O’Hea, Monika Steffen, Alex Wiezorek, Danielle Will, and Library Director Shirley Vonderhaar. Absent: Sally Kelly.

1. Board Vice President Wiezorek called the meeting to order at 6:00 pm. President O’Hea arrived and took over running the meeting at 6:05 pm.

2. Consider approval of Agenda

Wiezorek MOVED “Approval of Agenda” seconded by Gudenkauf

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

Nays: None

Motion CARRIED

3. Agenda Consent Calendar

- Correspondence and Communication
 - Resignation letters from Boffeli and Kruse
- Approve minutes of previous meeting: May 8, 2024 regular meeting
- Approve May Librarian’s report
- Approve bills
 - June bills
 - City Council to have special meeting June 24 for final FY24 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
- Program reports
 - May report of programs and attendance
 - May WhoFi program overview
 - June schedule of events
 - Schedule for upcoming programs
- Grant report
 - Received: Community Foundation of Greater Dubuque to be used for funding summer reading program prizes
- Friends of the Library report
- JKPL Endowment report
 - Wiezorek MOVED “Approval of Agenda Consent, including authorizing Executive Committee to review additional June invoices to be approved at the June 24 City Council meeting” seconded by Kruse

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

Nays: None

Motion CARRIED

4. Committee appointments

- O’Hea presented updated appointments for remainder of FY24. New appointments will be made at the August 2024 meeting.

5. Discussion and possible action on July regular board meeting

- The July meeting will be held as scheduled

6. Discussion on JKPL terms expiring and possible vacancies

7. Executive committee report — no report

8. Fundraising committee report

- Notes from May 29, 2024 meeting

9. Furnishings, Art, & Facilities committee report

- Update on projects — blinds and paint projects are completed

10. Marketing committee report — no report

11. Personnel committee report — no report

12. Finance committee report

- Notes from May 2024 email discussion
- Consider approval of Revised FY25 Operating Budget

Gudenkauf MOVED “Approval of Revised FY25 Operating Budget” seconded by Kruse

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

Nays: None

Motion CARRIED

13. Policy committee report

- Discussion on procedure for lost items

14. Strategic planning report

- Consider approval of JKPL Strategic Plan 2022 - 2029
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Gudenkauf MOVED “Approval of JKPL Strategic Plan 2022 – 2029 ” seconded by Steffen

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

Nays: None

Motion CARRIED

15. Meetings and trainings

- City Council
 - July 1: Gudenkauf
- Upcoming

- Shirley to attend ARSL in September
- Recently attended

16. Oral presentations — none

17. Adjournment

Gudenkauf MOVED to adjourn seconded by Kruse. Meeting ADJOURNED by O'Hea at 6:56 pm.

Beth Gudenkauf

Danielle Will, Secretary

Beth Gudenkauf