

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

The regular monthly meeting of the Board of Trustees of the James Kennedy Public Library was held on Tuesday, November 12th, 2024 in the Genealogy Room. Present: Catherine O’Hea, Beth Gudenkauf, Alycia Willenbring, Beth Derr, Alex Wiezorek, and Library Director Shirley Vonderhaar. Absent: Danelle Schroeder, Monika Steffen, Sally Kelly, and Melissa Kane.

1. President Alex Wiezorek called the meeting order at 6:01 pm.
2. Consider Approval of Agenda

O’Hea MOVED “Approval of Agenda”, seconded by Willenbring.
Ayes: O’Hea, Gudenkauf, Willenbring, Derr, Wiezorek
Nays: None
Motion CARRIED

3. Consider Approval of Agenda Consent Calendar
 - Correspondence & Communication
 - Approve Minutes of Previous Meeting: October 16, 2024 Regular Meeting
 - Approve October Librarian’s Report
 - Approve Bills:
 - November Bills
 - Claims Report for October
 - October & November Credit Card Claims
 - Budget Reports
 - October City Report
 - October Library Report
 - Trust Account Reports
 - October Bank Statements
 - October Balance Report
 - Trust Account Expenditure Report
 - October Donations
 - Program Reports
 - October Report of Programs and Attendance
 - October WhoFi Program Overview
 - November Schedule of Events
 - Schedule for Upcoming Programs
 - Grant Report
 - Friends of the Library Report
 - JKPL Endowment Report
 - Strategic Planning Report
 - Committee Reports
 - Executive Committee
 - Finance Committee
 - Fundraising, Marketing and Public Relations Committee

- Furnishings, Art & Facilities Committee
- Personnel Committee
- Policy Committee

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

Ayes: O'Hea, Gudenkauf, Willenbring, Derr, Wiezorek

Nays: None

Motion CARRIED

4. Update on Library Director Evaluation – Catherine is emailing the board with the copy of evaluation. It will be due at the end of November.
5. Committee Appointments – added Alycia to committee.
6. Schedule for Attendance of City Council Meetings
7. Consider Approval of FY24 JKPL Annual Report (recommendation from Fundraising Committee): The Fundraising and Marketing committee MOVED "to table action on the Annual Report until the December meeting." No second needed.
Ayes: O'Hea, Gudenkauf, Willenbring, Derr, Wiezorek
Nays: None
Motion CARRIED
8. Consider Approval of Revised Mobile Devices and Hot Spot Policy (recommendation from Policy Committee): The Policy Committee MOVED to "to Approve the revised policy as presented." No second needed.
Ayes: O'Hea, Gudenkauf, Willenbring, Derr, Wiezorek
Nays: None
Motion CARRIED
9. Consider Approval of Revised Service and Circulation Policy (recommendation from Policy Committee): The Policy Committee MOVED to "approve the revised policy as presented." No second needed.
Ayes: O'Hea, Gudenkauf, Willenbring, Derr, Wiezorek
Nays: None
Motion CARRIED
10. Consider Approval of Revised Realia Policy (recommendation from Policy Committee): The Policy Committee MOVED to "approve the revised policy as presented." No second needed.
Ayes: O'Hea, Gudenkauf, Willenbring, Derr, Wiezorek
Nays: None
Motion CARRIED

11. Meetings and Training
 - Upcoming
 - Recently Attended: Dawn attended a webinar series on AI in Libraries, and a webinar on ensuring Web Sites are accessible. Shirley attended a workshop on Space Assessment and is making some changes in shelving and will be talking with the Facilities Committee about space utilization and organization in the near future.
 - Trustee Training Webinar - Part 2: Hiring the Library Director
12. Oral Presentations
13. Adjournment

Gudenkauf MOVED to adjourn, seconded by O'Hea. Meeting
ADJOURNED by Wiezorek at 6:45 pm.

A handwritten signature in black ink, appearing to read "Beth Gudenkauf", written in a cursive style.

Beth Gudenkauf, Secretary