

James Kennedy Public Library
Board of Trustees
Minutes of the July 12, 2023 Regular Meeting

The regular monthly meeting of the Board of Trustees of the James Kennedy Public Library was held on Wednesday, July 12, 2023 in the Program Room. Present: Kami Boffeli, Sue Engelbrecht, Beth Gudenkauf, Sally Kelly, Karen Kramer, Ray Kruse, Catherine O'Hea, Alex Wiezorek, Danielle Will, and Library Director Shirley Vonderhaar. Absent: none.

1. Board President Catherine O'Hea called the meeting to order at 6:05 pm.
2. Consider approval of Agenda
 - Kruse MOVED "Approval of Agenda" seconded by Kramer.
 - Ayes: Boffeli, Engelbrecht, Gudenkauf, Kelly, Kramer, Kruse, O'Hea, Wiezorek, and Will.
 - Nays: None
 - Motion CARRIED
3. Agenda Consent Calendar
 - Correspondence and Communication
 - An invitation to the Retirement Celebration for Librarian Kim Benton-Hermesen was shared.
 - Approve minutes of previous meeting: June 14, 2023 regular meeting
 - Approve June Librarian's report
 - Approve bills:
 - June bills submitted June 27, 2022
 - July bills
 - Claims report for June
 - June and July credit card claims
 - Budget reports
 - June city report
 - June library report
 - July library report
 - Trust account reports
 - June bank statements – did not come in so other reports not presented
 - June balance report – not presented
 - Trust account expenditure report – not presented
 - June donations report – not presented
 - Program reports
 - June report of programs and attendance
 - June WhoFi Program Overview
 - July schedule of events
 - Schedule for upcoming programs
 - Quarterly contract use reports
 - Statistics by city/residence area
 - Statistics by contract/service area
 - Grant report – no report
 - Friends of the Library report
 - JKPL Endowment report

Wiezorek MOVED "Approval of Agenda consent" seconded by Gudenkauf.

Ayes: Boffeli, Engelbrecht, Gudenkauf, Kelly, Kramer, Kruse, O'Hea, Wiezorek, and Will.

Nays: None

Motion CARRIED

4. Consider approval of library wages and salaries effective the first pay period of July, 2023
The Personnel Committee MOVED "Approval of library wages and salaries presented, effective the first pay period of July, 2023." No second needed since motion came from committee.
Ayes: Boffeli, Engelbrecht, Gudenkauf, Kelly, Kramer, Kruse, O'Hea, Wiezorek, and Will.
Nays: None
Motion CARRIED
5. Executive committee report — no report
6. Finance committee report — no report
7. Fundraising committee report
 - Notes from July 10, 2023 Electronic Committee Discussion
8. Furnishings, Art, & Facilities committee report — no report
9. Marketing committee report
 - Notes from June 2023 Electronic Committee Discussion
10. Personnel committee report
 - Notes from June 2023 Electronic Committee Discussion
11. Policy committee report — no report
12. Strategic planning report — no report
13. Meetings and training
 - City council attendance
 - August 7: Will
 - Upcoming
 - ARSL
 - Shirley registered in-person
 - Staff may do virtual
 - ILA
 - In Dubuque this year so there should be plenty of staff/board participation
 - Recently attended
14. Oral presentations
15. Adjournment
 - Engelbrecht MOVED to adjourn seconded by Kramer. Meeting ADJOURNED by O'Hea at 6:43 pm.



Danielle Will, Secretary