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**James Kennedy Public Library
Board of Trustees
Minutes of the April 10, 2012, Meeting**

The regular monthly meeting of the Board of Trustees of the James Kennedy Public Library was held on Tuesday, April 10, 2012, in the Hoffman Community Room. Present: Angela English, Barb Heitzman, Bette Kuboushek, Mary Jane Meade, Lynn Osterhaus, Jolene Pitzenberger-Timp, Library Director Shirley Vonderhaar and Assistant Library Director, Dawn Schrandt. Absent: Joyce Bries, Tom Kruse, and Becky Schwendinger.

1. Board President, Angela English, called the meeting to order at 5:05 pm.

2. **Agenda:** Lynn MOVED "Approval of the Agenda as distributed" which motion was seconded by Barb and CARRIED. Ayes: English, Heitzman, Kuboushek, Meade, Osterhaus, and Pitzenberger-Timp. Nays none. Absent: Bries, Kruse, and Schwendinger.

3. **Agenda Consent Calendar:**

Correspondence & Communication: Joyce Bries sent a letter submitting her resignation from the Board for health and family reasons, effective immediately. The resignation was regretfully accepted.

Minutes of March 14, 2012 Regular Meeting

March Librarian's Report

Bills:

- **March Claims Report**
- **Library Claims for March**
- **March/April Credit Card Claims**

Budget Reports:

- **March City Report** – report is still showing the requested budget amount instead of final budget
- **March Library Report**

Trust Account Reports:

- **March Bank Statement**
- **March Balance Report**
- **Trust Account Expenditure Report**
- **March Donations to the Library Trust Account**

From: Bear Creek Carving Club
 Donation: \$9.00
 Fund: Library Trust Account
 Restrictions: Specific materials

From: Leah McCool
 Donation: \$168.71
 Fund: Library Trust Account
 Restrictions: Adopt-a-Book for specific titles

From: Fundraiser – Wine Glasses
 Donation: \$15.00
 Fund: Library Trust Account
 Restrictions: Gaming Collection

From: Anonymous
Donation: \$100.00
Fund: Library Trust Account
Restrictions: Adopt-a-Book for specific titles

The board expressed their thanks for all the donations.

Program Reports

- **March Report on Programs & Attendance**
- **April Calendar of Events**
- **Schedule of Upcoming Programs**

Grant Report: The library had received an Iowa Humanities grant for the reading discussion group. Unfortunately, the Scholar had to cancel. Assistant Librarian, Dawn Schrandt was qualified to replace the Scholar to ensure the book discussion could be held.

Friends of the Library Report: Completion of the application to re-instate 501(c)3 nonprofit status is progressing.

Bette MOVED "Approval of the Agenda Consent items" which motion was seconded by Mary Jane and CARRIED. Ayes: English, Heitzman, Kuboushek, Meade, Osterhaus, and Pitzenberger-Timp. Nays none. Absent: Kruse, and Schwendinger.

4. Committee Appointments – New appointments will be delayed until July, considering Joyce's resignation and an anticipated new member joining.

5. Finance Committee Report: None

6. Personnel Committee Report: None

7. Furnishings, Art and Facility Committee Report: The board discussed requesting appropriation of funds for capital expenditures. Jolene MOVED "to request from the City Council, an appropriation of \$20,000 from the Capital Fund" which motion was seconded by Barb and CARRIED. Ayes: English, Heitzman, Kuboushek, Meade, Osterhaus, and Pitzenberger-Timp. Nays none. Absent: Kruse, and Schwendinger.

8. Policy Committee Report: None

9. Strategic Planning Report: None

10. Ongoing Construction Issues Committee Report: Fitzgerald Electric completed their preliminary work, including having wiring ready for computers in the new location, once shelving is moved and furniture selected. They recommended no further action on the shared neutrals, except to make sure that anyone who does future electrical work is aware of the situation.

11. Marketing Committee Report: Final details for the Wine Tasting event on April 14, 5-8 pm was discussed. Our participation in the St. Patrick's Day Parade on March 17 was a success with the crowd.

12. Meetings and Training:


Upcoming: There will be an open meetings law seminar, a reader's advisory group meeting and the Spring ISLA meeting.

Recently Attended: The Dubuque County Library Agency meeting was held at the end of the month.

13. Oral Presentations: None

14. Bette's motion to adjourn was seconded by Mary Jane and CARRIED at 6:10 pm

Next meeting Wednesday, May 9, 2012 at 5:00 pm


Lynn Osterhaus, Secretary