

**James Kennedy Public Library**  
**Board of Trustees**  
**Minutes of the April 13, 2021 Meeting**

The regular monthly meeting of the Board of Trustees of the James Kennedy Public Library was held on Tuesday, April 13, 2021 electronically. With Iowa Cases of Novel Coronavirus, COVID-19, the JKPL Board Meeting was held via Zoom as it was impossible to hold an in-person meeting in the JKPL Program Room. The electronic meeting protected appointed officials, city staff and the public from the possible spread of the virus. JKPL Board members attended the electronic meeting offsite, with the Library Director attending from within the library facility. Present: Karen Kramer, Catherine O'Hea, Angela English, Danielle Will, Mary Jane Meade, Karen Tieskoetter, Sue Engelbrecht, Library Director Shirley Vonderhaar, Assistant Library Director Dawn Schrandt, and City Council Liaison Tom Westhoff. Absent: Ray Kruse

1. President Karen Kramer called the meeting to order at 6:01 P.M.
2. Agenda: English MOVED "approval of the Agenda" which motion was seconded by Engelbrecht and CARRIED. Ayes: Kramer, O'Hea, English, Meade, Tieskoetter, and Engelbrecht. Nays: None. Absent: Will
3. Agenda Consent Calendar
  - Correspondence & Communication: None.
  - Minutes of Previous Meeting: March 9, 2021
  - March Librarian's Report
  - Bills
    - March Claims Report
    - Library Claims for April
    - March/April Credit Card Claims
  - Budget Reports
    - March City Report
    - March Library Report
  - Trust Account Reports
    - March Bank Statements
    - March Balance Report
    - Trust Account Expenditure Report
    - March Donations Form
      - Candy Sales - \$9.00
      - Build a Basket Fundraiser - \$848.00
      - Anonymous - \$10.00
      - Love My Library - \$675.00
  - Program Reports
    - February Report on Programs and Attendance
    - March Schedule of Events
    - Schedule for Upcoming Programs
  - Grant Report

- The StoryWalk® posts have been received and are being coordinated with Public Works to have installed. This project was funded by the DRA Grant, Friends of the Library, and the Richard Osterhaus Memorial.
- Outstanding in Their Field Leadership Institute Grant was not awarded.
- Dyersville Grade Level Reading was awarded a DRA grant to provide diverse/inclusive materials to local libraries. \$500 in books will be added to the JKPL collection.
- Friends of the Library Report: None.
- JKPL Endowment Report
  - Fund/Gift Activity Statement
  - Large gift of \$5000 was pledged to the endowment which will satisfy the three year/\$10,000 funding requirement.

Meade MOVED “approval of the consent items” which was seconded by Engelbrecht and CARRIED. Ayes: Kramer, O’Hea, English, Will, Meade, Tieskoetter, and Engelbrecht. Nays: None.


4. Discussion of Current Library Operations and Services
  - Doors were unlocked April 1<sup>st</sup> for patrons to enter without an appointment. Still unable to reserve meeting rooms. Discussed allowing small group meetings. No action at this time.
5. Review and possible action on JKPL Pandemic Interim Service/Reopening Plan
  - No changes.
6. Enrich Iowa Agreement
7. Fundraising Committee Report
  - Build a Basket Fundraiser finished with a fundraising total of \$1,230.00.
  - Plant Sale Fundraiser will be May 15<sup>th</sup>, 8:00 A.M. – 10:00 A.M.
  - Continued discussion for coordinating the Wine and Beer Tasting, Downtown Friday Nights and Downtown Market opportunities, and some additional ideas.
8. Furnishings, Art & Facilities Committee Report: None
9. Marketing Committee Report
  - Danielle did a radio interview with KDST to promote National Library Week.
  - Providing 100 bookmarks to the St Francis Xavier virtual 5K as a sponsor.
  - Discussed and compared the current Librarian’s Report with the proposed infographic version. This new report will replace former Librarian’s Report and the Program Attendance Report in the future.
10. Personnel Committee Report: None
11. Finance Committee Report: None
12. Policy Committee Report: None
13. Strategic Planning Report: None
14. Meetings and Training

- Shirley will provide a link to the board to watch a keynote from Iowa Libraries OnLine Conference for discussion at May board meeting.

15. Oral Presentations: None

16. English MOVED to "adjourn meeting at 7:03 P.M." Second by English and CARRIED.

Ayes: Kramer, O'Hea, English, Will, Meade, Tieskoetter, and Engelbrecht. Nays: None.

  
Catherine O'Hea