

A

**James Kennedy Public Library
Board of Trustees
Minutes of the December 8, 2020 Meeting**

The regular monthly meeting of the Board of Trustees of the James Kennedy Public Library was held on Tuesday, December 8, 2020 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, Ray Kruse, Karen Tieskoetter, Sue Engelbrecht, and Library Director Shirley Vonderhaar. Mary Jane Meade arrived at 7:26 P.M.

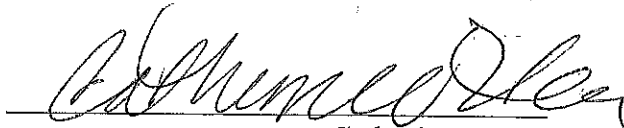
1. Vice President Karen Kramer called the meeting to order at 7:00 P.M.
2. Agenda: English MOVED "approval of the Agenda" which motion was seconded by Engelbrecht and CARRIED. Ayes: Kramer, O'Hea, English, Will, Kruse, Tieskoetter, and Engelbrecht. Nays: None. Absent: Meade.
3. Agenda Consent Calendar
 - Correspondence & Communication
 - Thank You card from Ray Kruse with the ISU Extension
 - Thank You card from family of Wayne Drexler
 - Minutes of Previous Meeting: November 11, 2020
 - November Librarian's Report
 - Bills
 - November Claims Report
 - Library Claims for December
 - November/December Credit Card Claims
 - Budget Reports
 - November City Report
 - November Library Report
 - Trust Account Reports
 - November Bank Statements
 - November Balance Report
 - Trust Account Expenditure Report
 - November Donations Form
 - Violet and Brock Friedmann - \$100.00
 - Joyce Bries - \$15.59
 - Leah McCool - \$76.69
 - Mask & Luggage tag Sales - \$16.00
 - Amaryllis Kit Materials Fee - \$345.00
 - Dorothy Digmann - \$500.00
 - Program Reports

- November Report on Programs and Attendance
- December Schedule of Events
- Schedule for Upcoming Programs
- Grant Report
 - DRA announced they have allocated funds for the 2020 grant cycle. The Friends application will be submitted with the StoryWalk as the project to be supported.
 - Theisen's did not award a grant but gave a \$20 gift card to be used for program supplies.
 - Teen Space project funding was spent to purchase a new book display and also a new banner will be created to designate that space.
- Friends of the Library Report
 - Membership Mailing will be in January
- JKPL Endowment Report
 - Fund/Gift Activity Statement

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

4. Consider approval of revised Constitution and Bylaws
 - Discussion of revisions discussed in November meeting. Advance notice of 30 days has been satisfied. The Policy Committee MOVED to "approve revision of Constitution and Bylaws." No second needed as motion came from the committee. Motion CARRIED. Ayes: Kramer, O'Hea, English, Will, Kruse, Tieskoetter, Engelbrecht, and Meade. Nays: None.
5. Election of Officers (to fill vacancies)
 - Nominated for President – Karen Kramer
 - Engelbrecht MOVED "that nominations be closed and the nominee be elected by acclamation" which was second by English and CARRIED. Ayes: Kramer, O'Hea, English, Will, Kruse, Tieskoetter, Engelbrecht, and Meade. Nays: None.
 - Due to Kramer being elected as President, the Vice President role became vacant.
 - Nominated for Vice President – Angela English
 - Kramer MOVED "that nominations be closed and the nominee be elected by acclamation" which was seconded by Engelbrecht and CARRIED. Ayes: Kramer, O'Hea, English, Will, Kruse, Tieskoetter, Engelbrecht, and Meade. Nays: None.
6. Discussion of Committee Assignments
 - Kramer appointed English as new Endowment Liaison.
7. Discussion of Current Library Operations and Services
 - No Change in operations or services
8. Update on Library Director Evaluation

- Karen Kramer will be e-mailing evaluations to Board Members to complete.
9. Finance Committee Report
 - City has not provided the schedule for the budget proposals. Committees will meet to prepare budgets for proposal.
 10. Fundraising Committee Report
 - Soup Lunch/Supper will be held January 25th. Each board member is asked to provide 4-5 quarts of soup and assist at the event. More details and sign up will be e-mailed to members.
 11. Furnishings, Art & Facilities Committee Report: None
 12. Marketing Committee Report: None
 13. Personnel Committee Report: None
 14. Policy Committee Report: None
 15. Strategic Planning Report: None
 16. Meetings and Training
 - Iowa Libraries Online upcoming in January.
 17. Oral Presentations: None
 18. Meeting adjourned by President Karen Kramer at 8:19 P.M.



Catherine O'Hea