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**James Kennedy Public Library
Board of Trustees
Minutes of the January 10, 2017 Meeting**

The regular monthly meeting of the Board of Trustees of the James Kennedy Public Library was held on Tuesday, January 10, 2017, in the program room. Present: Lynn Osterhaus, Mary Jane Meade, Joe Petsche, Pat Valant, Jolene Pitzenberger-Timp, Angela English, Mike Mullis, Library Director Shirley Vonderhaar, and Assistant Director Dawn Schrandt. Absent: Barb Heitzman and Steve Werner.

1. President Angela English called the meeting to order at 5:30 pm.
2. Agenda: Pat MOVED "approval of the Agenda" which motion was seconded by Jolene and CARRIED. Ayes: Osterhaus, English, Valant, Mullis, Pitzenberger-Timp, Petsche and Meade. Nays: None
3. Agenda Consent Calendar
 - Minutes of Previous Meetings: December 13, 2016
 - Correspondence & Communication: Notes from Lynn Gibbs, Lisa Kass, and American Trust were shared with the Board.
 - December Librarian's Report
 - Bills:
 - December Claims Report
 - Library Claims for January
 - December & January Credit Card Claims
 - Budget Reports
 - December City Report
 - December Library Report
 - Trust Account Reports
 - December Bank Statement
 - December Balance Report
 - Trust Account Expenditure Report
 - December Donations Form
 - Cookie Walk Fundraiser- \$600.00
 - Coloring Book Fundraiser- \$400.00
 - Adopt-a-book - \$31.20
 - Karen Kramer- \$60.00
 - Wine Glasses- \$10.00
 - Program Reports
 - December Report on Programs and Attendance
 - January Calendar of events
 - Schedule for Upcoming Programs
 - Grant Report: Shirley reported receipt of a PLACE Grant (Public Libraries Advancing Community Engagement). This will be a science café style adult discussion program featuring an NOAA partner and will be focused on climate change and local weather.
 - Friends of the Library Report: The 2017 membership drive is in progress and the Winter Book Sale is scheduled for January 20-23.

Lynn MOVED “approval of the agenda consent items” which was seconded by Mike and CARRIED. Ayes: Osterhaus, English, Valant, Mullis, Pitzenberger-Timp, Petsche, and Meade. Nays: None

4. Evaluation of Library Director postponed until February.
5. ILA Membership- Pat MOTIONED “that the JKPL provide individual memberships for new trustees plus an organizational membership on behalf of the library, to be address to the JKPL President” which was seconded by Mike and CARRIED. Ayes: Osterhaus, English, Valant, Mullis, Pitzenberger-Timp, Petsche, and Meade. Nays: None.
6. Personnel Committee Report: Committee recommendation of 2% COLA and pay equity was sent to finance committee for discussion as part of the FY18 Budget request.
7. Finance Committee Report: Notes from January 6, 2017 committee meeting explaining draft of FY2018 Operating Budget was shared. The Finance Committee made a MOTION for “approval of the proposed FY2018 Operating Budget which is a total of \$421,681.00”. As motion was from the committee no second is required. Motion was CARRIED. Ayes: Osterhaus, English, Valant, Mullis, Pitzenberger-Timp, Petsche and Meade. Nays: None. The Finance Committee made a MOTION for “Approval of the FY18 Trust Account Budget Request for \$30,000.00” As motion was from the committee no second is required. Motion was CARRIED. Ayes: Osterhaus, English, Valant, Mullis, Pitzenberger-Timp, Petsche and Meade. Nays: None.
8. Fundraising Committee Report: Soup Supper slated for January 19 with board members donating soup. I Love My Library event runs from January 19-February 28th. Board invited to make donations early to add hearts to tree. Letters to be sent to local businesses. Mystery Dinner scheduled for February 25 with 5 tables and 2 individual tickets already sold.
9. Furnishings, Art & Facilities Committee Report: New clock for children’s area was purchased using 2016 Love My Library funds.
10. Marketing Committee Report: No report.
11. Policy Committee Report: No report
12. Strategic Planning Report: No report.
13. Meetings and Training: Smart Spaces training will be starting in February. The library is allowed to add a second person to participate so Paul will be working with Shirley on this project.
14. Oral Presentations: None

Lynn’s motion to ADJOURN was seconded by Mike and CARRIED at 6:32 pm. Ayes: Osterhaus, Meade, Valant, Petsche, Pitzenberger-Timp and English. Nays: None


Mary Jane Meade