

**James Kennedy Public Library
Board of Trustees
Minutes of the February 12, 2019 Meeting**

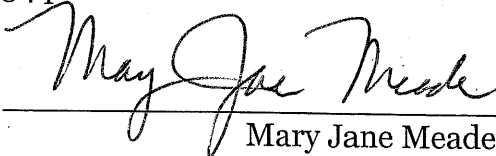
The regular monthly meeting of the Board of Trustees of the James Kennedy Public Library was held on Tuesday, February 12, in the program room. Present: Pat Valant, Angela English, Mike Mullis, Karen Kramer, Catherine O'Hea, Mary Jane Meade, Sue Engelbrecht, Library Director Shirley Vonderhaar and City Council Liaison Tom Westoff. Absent: Joe Petsche

1. President Angela English called the meeting to order at 7:01 pm.
2. Agenda: Kramer MOVED "approval of the Agenda" which motion was seconded by Valant and CARRIED. Ayes: English, Valant, Mullis, Kramer, O'Hea, Engelbrecht and Meade.
Nays: None
3. Agenda Consent Calendar
 - Minutes of Previous Meetings: January 8, 2019
 - Correspondence & Communication
 - January Librarian's Report
 - Bills:
 - January Claims Report
 - Library Claims for February
 - January & February Credit Card Claims
 - Budget Reports
 - December City Report
 - December Library Report
 - Trust Account Reports
 - January Bank Statement
 - January Balance Report
 - Trust Account Expenditure Report
 - January Donations Form
 - Chair-ity Fundraiser- \$40.00
 - Layette Quilt Raffle- \$27.00
 - Coloring Book Fundraiser- \$10.00
 - Anonymous- \$20.00
 - Leisa Osterhaus- \$10.00
 - Doug Kronlage- \$50.00
 - Soup Supper- \$645.00
 - 50/50 Raffle at Soup Supper- \$116.50
 - Program Reports
 - January Report on Programs and Attendance
 - February Calendar of events
 - Schedule for Upcoming Programs
 - Grant Report: DRA grant will be submitted; project to be determined.
 - Friends of the Library Report: Membership drive has started.

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

4. FY20 Application for Accreditation: Shirley shared document with board.
5. Executive Committee Report: No Report
6. Fundraising Committee Report: Love My Library continues until end of February. Sale of snacks at circulation desk will start.
7. Furnishings, Art & Facilities Report: Shirley shared ADA Checklist document. Priority #4 is complete and JKPL will continue to work on 1-3 in upcoming year.
8. Marketing Committee Report: Creation Station signage displayed before March 30 fair. JKPL to participate in St. Patrick's Day parade with float and buttons. National Library Week activities planned for April 7-13. JKPL 60th anniversary celebrated in September-plans to be determined.
9. Personnel Committee Report: No report.
10. Finance Committee Report: Angela updated board on FY2020 budget request.
11. Policy Committee Report:
 - Policy Committee made a motion to approve Constitution and Bylaws of the James Kennedy Library. As this is a motion from a committee, no second needed. Motion CARRIED. Ayes: English, Valant, Mullis, Kramer, O'Hea, Engelbrecht and Meade. Nays: None.
 - Policy Committee made a motion to approve revised Confidentiality of Library Records Policy. As this is a motion from a committee, no second needed. Motion CARRIED. Ayes: English, Valant, Mullis, Kramer, O'Hea, Engelbrecht and Meade. Nays: None
 - Policy Committee made a motion to approve revised Collection Development Policy. As this is a motion from a committee, no second needed. Motion CARRIED. Ayes: English, Valant, Mullis, Kramer, O'Hea, Engelbrecht and Meade. Nays: None
12. Strategic Planning Report: No report
13. Meetings and Training
 - Upcoming: Paul will present at and attend DALINC's spring meeting on 4/12/19. He will also attend a session on STEM programming 4/5/19. Big Talk from Small Libraries online conference is February 22. Shirley will email out information to the Board.
 - Recently Attended: Shirley and Dawn participated in BrainFuse webinar.
14. Oral Presentations: None

President Angela English declared meeting ADJOURNED at 7:54 pm.


Mary Jane Meade