

James Kennedy Public Library
Board of Trustees
Minutes of the March 10th, 2026 Regular Meeting

The regular monthly meeting of the Board of Trustees of the James Kennedy Public Library was held on Tuesday, March 10th, 2026 in the Hoffman Room. Present: Beth Gudenkauf, Beth Derr, Alex Wiezorek, Melissa Kane, Alycia Willenbring, Danelle Schroeder and Library Director Shirley Vonderhaar. Absent: Catherine O’Hea, Monika Steffen, and Sally Kelly.

1. President Alex Wiezorek called meeting to order at 6:01 pm.
2. Consider Approval of Agenda

Schroeder MOVED “Approval of Agenda,” seconded by Kane.
Ayes: Gudenkauf, Derr, Wiezorek, Kane, Willenbring, and Schroeder
Nays: None
Motion CARRIED

3. Consider Approval of Agenda Consent Calendar
 - Correspondence & Communication
 - Approve Minutes of Previous Meeting: February 10, 2026 Regular Meeting
 - Approve February Librarian’s Report
 - Approve Bills:
 - March Bills
 - Claims Report for February
 - February & March Credit Card Claims
 - Budget Reports
 - February City Report
 - February Library Report
 - Trust Account Reports
 - February Bank Statement
 - February Balance Report
 - Trust Account Expenditure Report
 - February Donations
 - Program Reports
 - February Report of Programs and Attendance
 - February WhoFi Program Overview
 - March Schedule of Events
 - Schedule for Upcoming Programs
 - Grant Report – Nothing to Report
 - Friends of the Library Report – They still have tickets available for their bus trip fundraiser. The friends brought in \$1187 from their book sale in January and will be having a one-day book sale on March 28th as well. They approved the request of \$5600 to help fund our summer activities. They will send out their postcards for the membership drive this fall.

- JKPL Endowment Report – reviewed fund statement and endowment distribution letter. We have registered for Great Give Day on May 20.
- Strategic Planning Report – Nothing to Report
- Committee Reports
 - Executive Committee – nothing to report
 - Finance Committee – The City of Dyersville is requesting the JKPL board to accommodate a lower budget for FY27 due to anticipated tax changes after FY27. Our budget request for FY27 was \$592,649 and they are including \$576,785 in the City budget. The Finance Committee is also recommending approval of Trust Account Budget Amendment
 - Fundraising, Marketing and Public Relations Committee – discussed notes from March meeting
 - Furnishings, Art & Facilities Committee – nothing to report
 - Personnel Committee – nothing to report
 - Policy Committee – Recommending approval of polices

Kane MOVED “Approval of Agenda Consent Calendar,” seconded by Derr.

Ayes: Gudenkauf, Derr, Wiezorek, Kane, Willenbring, and Schroeder

Nays: None

Motion CARRIED

4. Consider Approval of Trust Account Budget Amendment request for FY26

Finance Committee MOVED to approve “Trust Account Budget Amendment request for FY26.” No second needed.

Ayes: Gudenkauf, Derr, Wiezorek, Kane, Willenbring, and Schroeder

Nays: None

Motion CARRIED

5. Consider Approval of Confidentiality of Library Records Policy

Policy Committee MOVED to approve “Confidentiality of Library Records Policy.” No second needed.

Ayes: Gudenkauf, Derr, Wiezorek, Kane, Willenbring, and Schroeder

Nays: None

Motion CARRIED

6. Consider Approval of Donations, Gifts, and Memorials Policy

Policy Committee MOVED to approve “Approval of Donations, Gifts, and Memorials Policy.” No second needed.

Ayes: Gudenkauf, Derr, Wiezorek, Kane, Willenbring, and Schroeder
Nays: None
Motion CARRIED

7. Consider Approval of Continuity of Operations Plan

Policy Committee MOVED to approve "Approval of Continuity of Operations Plan." No second needed.

Ayes: Gudenkauf, Derr, Wiezorek, Kane, Willenbring, and Schroeder
Nays: None
Motion CARRIED

8. Meetings and Training

- City Council Attendance: April 6: Beth Derr
- Upcoming: Public Libraries of Dubuque County Agency – March 19
- Recently Attended
- Trustee Training: The board completed the 1-page board assessment. Board members may complete the self-assessment and Tech Savy checklist independently.

9. Oral Presentations – Organizational Chart included for review

10. Adjournment

Derr MOVED to adjourn, seconded by Schroeder. Meeting ADJOURNED by Wiezorek at 6:56 pm.



Beth Gudenkauf, Secretary



Date