

James Kennedy Public Library
Board of Trustees
Minutes of January 13, 2026, Regular Meeting

The regular monthly meeting of the Board of Trustees of the James Kennedy Public Library was held on Tuesday, January 13, 2026, in the Hoffman Community Room. Present: Beth Derr, Alex Wiezorek, Catherine O’Hea, Alycia Willenbring, Sally Kelly, Monika Steffen, Assistant Library Director Dawn Schrandt, and Library Director Shirley Vonderhaar. Absent: Beth Gudenkauf, Melissa Kane, and Danelle Schroeder.

1. President Alex Wiezorek called meeting to order at 6:00 pm.
2. Catherine O’Hea appointed acting secretary by President Alex Wiezorek in Beth Gudenkauf’s absence.
3. Consider Approval of Agenda
O’Hea MOVED “Approval of Agenda,” seconded by Kelly.
Ayes: Derr, Wiezorek, O’Hea, Willenbring, Kelly, and Steffen.
Nays: None
Motion CARRIED
4. Consider Agenda Consent Calendar
 - Correspondence & Communication
 - Approve Minutes of Previous Meetings: December 9, 2025 Regular Meeting
 - Approve December Librarian’s Report
 - Approve Bills:
 - January Bills
 - Claims Report for December
 - December & January Credit Card Claims
 - Budget Reports
 - December City Report
 - December Library Report
 - Trust Account Reports
 - December Bank Statements
 - December Balance Report
 - Trust Account Expenditure Report
 - December Donations
 - Program Reports
 - December Report of Programs and Attendance
 - December WhoFi Program Overview
 - December Schedule of Events
 - Schedule for Upcoming Programs
 - Quarterly Contract Use Reports
 - Statistics by City / Residence Area
 - Statistics by Contract / Service Area
 - Grant Report – No report
 - Friends of the Library Report – Used Book Sale is January 23-26.
 - JKPL Endowment Report – reviewed summary of Fund Activity for November 2025
 - Strategic Planning Report – Nothing new to report
 - Committee Reports
 - Executive Committee – nothing new to report.

- Personnel Committee – Reviewed notes from electronic discussion January 2-5, 2026, including the proposed FY27 personnel budget.
- Finance Committee – Reviewed notes from electronic discussion from December 2025, including proposed FY27 Operating Budget and Budget Work Session Schedule.
- Fundraising, Marketing and Public Relations Committee – Reviewed notes from January 7, 2026, meeting.
- Furnishings, Art & Facilities Committee – nothing new to report.
- Policy Committee – Reviewed Internet Use Policy, will recommend for approval (action item).

Steffen MOVED “Approval of Agenda Consent Calendar,” seconded by Willenbring.

Ayes: Derr, Wiezorek, O’Hea, Willenbring, Kelly, and Steffen.

Nays: None

Motion CARRIED

5. Update on Library Director Evaluation – Completed and reviewed with Library Director January 13, 2026, prior to regular board meeting.
6. Consider Approval of Revised FY2026 JKPL Operating Budget.
Finance committee MOVED to “approve revised FY2026 JKPL Operating Budget.” No second needed.
Ayes: Derr, Wiezorek, O’Hea, Kane, Schroeder, and Steffen.
Nays: None
Motion CARRIED
7. Consider Approval of FY2027 Library Operating Budget Request of \$592,649.00.
Finance committee MOVED to “approve FY2027 Library Operating Budget Request.” No second needed.
Ayes: Derr, Wiezorek, O’Hea, Kane, Schroeder, and Steffen.
Nays: None
Motion CARRIED
8. Consider Approval of FY2027 Library Trust Account Budget Request of \$50,000.00
Finance committee MOVED to “approve FY2027 Library Trust Account Budget Request.” No second needed.
Ayes: Derr, Wiezorek, O’Hea, Kane, Schroeder, and Steffen.
Nays: None
Motion CARRIED
9. Consider Approval of FY2027 Library Capital Projects Request of \$30,000.00.
Finance committee MOVED to “approve FY2027 Library Capital Projects Request.” No second needed.
Ayes: Derr, Wiezorek, O’Hea, Kane, Schroeder, and Steffen.
Nays: None
Motion CARRIED

10. Consider Approval of Internet Use Policy.
Policy committee MOVED to "approve Internet Use Policy." No second needed.
Ayes: Derr, Wiezorek, O'Hea, Kane, Schroeder, and Steffen.
Nays: None
Motion CARRIED

11. Meetings and Training
 - City Council Attendance: February 2: Alycia Willenbring
 - Upcoming: 2026 Iowa Libraries Online Conference (ILOC) on Thursday, January 29, 2026, 9:00 A.M. to 7:00 P.M.
 - Recently Attended
 - Trustee Training

12. Oral Presentations - None

13. Adjournment
Steffen MOVED to adjourn, seconded by Willenbring. Meeting ADJOURNED by Wiezorek at 6:46 pm.


Catherine O'Hea, Acting Secretary

2/10/26
Date