

James Kennedy Public Library
Board of Trustees
Minutes of the March 11, 2025 Regular Meeting

The regular monthly meeting of the Board of Trustees of the James Kennedy Public Library was held on Tuesday, March 11, 2025 in the Hoffman Room. Present: Danelle Schroeder, Beth Gudenkauf, Beth Derr, Alex Wiezorek, Catherine O’Hea, Alycia Willenbring, Sally Kelly, Melissa Kane and Library Director Shirley Vonderhaar. Absent: Monika Steffen.

1. President Alex Wiezorek called meeting to order at 6:00 pm.
2. Consider Approval of Agenda
O’Hea MOVED “Approval of Agenda,” seconded by Willenbring.
Ayes: Schroeder, Gudenkauf, Derr, Wiezorek, O’Hea, Willenbring, Kelly, and Kane
Nays: None
Motion CARRIED
3. Consider Approval of Agenda Consent Calendar
 - Correspondence & Communication
 - Approve Minutes of Previous Meeting: February 11, 2025 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 Statements
 - 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 – The ALA / Libraries Transforming Communities Grant funds received for services to adult members of the neurodivergent community have been expended. Programs resulting from this grant started in March. Items have been added to the Library of Things and the Sensory Space should be completed by mid-April.
 - Friends of the Library Report – Their next meeting is March 12th.
 - JKPL Endowment Report
 - Strategic Planning Report – An update on the plan was shared.
 - Committee Reports
 - Executive Committee – No report
 - Finance Committee – For FY25, \$40,000 was allocated from the Trust Account. With the LTC grant and using Trust account funds for addressing the general operating budget shortfall, the JKPL will be over that amount

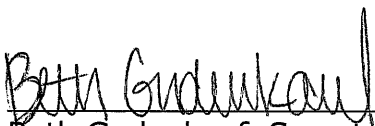
so need to request the City Council approve a budget amendment. We are estimating that we could spend up to \$65,000.

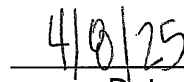
- Fundraising, Marketing & Public Relations Committee – Notes from March meeting shared
- Furnishings, Art & Facilities Committee – Discussed the plans for the sensory space in the Genealogy room.
- Personnel Committee – Looked over the modifications of the Children's Librarian position and the new job description for the Preschool Programmer.
- Policy Committee – No report

Gudenkauf MOVED "Approval of Agenda Consent Calendar," seconded by Kelly.
Ayes: Schroeder, Gudenkauf, Derr, Wiezorek, O'Hea, Willenbring, Kelly, and Kane
Nays: None
Motion CARRIED

4. Consider Approval of FY25 Trust Account Budget Amendment Request
Finance Committee MOVED to "approve FY25 Trust Account Budget Amendment Request." No second needed as motion was from committee.
Ayes: Schroeder, Gudenkauf, Derr, Wiezorek, O'Hea, Willenbring, Kelly, and Kane
Nays: None
Motion CARRIED
5. Consider Approval of revised JKPL Job Descriptions
Policy Committee MOVED to "approve revised James Kennedy Public Library job descriptions." No second needed as motion was from committee.
Ayes: Schroeder, Gudenkauf, Derr, Wiezorek, O'Hea, Willenbring, Kelly, and Kane
Nays: None
Motion CARRIED
6. Meetings and Training
 - Upcoming – Public Libraries of Dubuque County Agency Meeting is Thursday, March 13.
 - Recently Attended
 - Trustee Training Webinar - Part 6: Evaluating Service & Advocating Advancements
7. Oral Presentations
8. Adjournment
Kane MOVED to adjourn, seconded by O'Hea. Meeting ADJOURNED by Wiezorek at 6:29 pm.

Respectfully Submitted:


Beth Gudenkauf, Secretary


Date