

James Kennedy Public Library
Board of Trustees
Minutes of the May 13th, 2025 Regular Meeting

The regular monthly meeting of the Board of Trustees of the James Kennedy Public Library was held on Tuesday, May 13th, 2025 in the Hoffman Room.
Present: Danelle Schroeder, Beth Gudenkauf, Beth Derr, Alex Wiezorek, Catherine O'Hea, Sally Kelly, Monika Steffen and Library Director Shirley Vonderhaar. Absent: Melissa Kane, Alycia Willenbring

1. President Alex Wiezorek called meeting to order at 6:13 pm.

2. Consider Approval of Agenda

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

3. Consider Approval of Agenda Consent Calendar

- Correspondence & Communication
- Approve Minutes of Previous Meeting: April 8, 2025 Regular Meeting
- Approve April Librarian's Report
- Approve Bills:
 - May Bills
 - Claims Report for April
 - April & May Credit Card Claims
- Budget Reports
 - April City Report
 - April Library Report
- Trust Account Reports
 - April Bank Statements
 - April Balance Report
 - Trust Account Expenditure Report
 - April Donations
- Program Reports
 - April Report of Programs and Attendance
 - April WhoFi Program Overview
 - May Schedule of Events
 - Schedule for Upcoming Programs
- Grant Report – nothing new to report.
- Friends of the Library Report – their next meeting will be held on May 20th.
- JKPL Endowment Report – reviewed the Fund Statement for March. We have Great Give Day coming up on May 21, 2025.
- Strategic Planning Report – Nothing new to report.

- Committee Reports
 - Executive Committee – nothing new to report.
 - Finance Committee – Shirley shared the FY26 JKPL Operating Budget allocation. The committee felt this should be discussed by the Board.
 - Fundraising, Marketing & Public Relations Committee – shared notes from last meeting & upcoming fundraising plans.
 - Furnishings, Art & Facilities Committee – nothing new to report.
 - Personnel Committee – Shirley notified the board that we have one part-time clerk leaving at end of May. Library is looking to fill the 12-week summer position before we advertise for the part-time clerk.
 - Policy Committee – Committee members reviewed the Confidentiality Policy and Volunteer Policy.

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

4. Discussion and Possible Action on FY26 JKPL Operating Budget Allocation – The amount allocated is \$18,000 less than requested. The difference is in the materials area for convenience. The board is suggesting the Finance Committee come up with a plan to cut materials in the budget, ask friends of the Library for a donation, and also fund some with the trust account. The board is also requesting an explanation from the city about their decision.
5. Consider Approval of Revised Volunteer Policy
 Policy Committee MOVED to "approve revised Volunteer Policy." No second needed.
 Ayes: Schroeder, Gudenkauf, Derr, Wiezorek, O'Hea, Kelly, and Steffen
 Nays: None
 Motion CARRIED
6. Consider Approval of Confidentiality Policy
 Policy Committee MOVED to "approve revised Confidentiality Policy." No second needed.
 Ayes: Schroeder, Gudenkauf, Derr, Wiezorek, O'Hea, Kelly, and Steffen
 Nays: None
 Motion CARRIED
7. Meetings and Training
 - City Council Attendance: June 2: Monika Steffen
 - Upcoming: Registration for ARSL starts the middle of June.

- Recently Attended
- Trustee Training Webinar

8. Oral Presentations

9. Adjournment

Derr MOVED to adjourn, seconded by Steffen. Meeting
ADJOURNED by Wiezorek at 6:52 pm.
Motion CARRIED


Beth Gudenkauf, Secretary

10/10/25
Date