

President Steve Imming called the January 16, 2018 meeting to order at 12:01 p.m. for the Davenport Public Library Board of Trustees. The meeting was held in the Director's Office at the Main Library.

Present: Matt Casillas (12:02), Tom Engelmann, Steve Imming, Judie Lance, Amanda Motto (12:02), Naghme Motto, Sylvia Roba and Malavika Shrikhande.

Absent: Craig Cooper.

Guests: Laura Genis, FRIENDS President.

Library staff present: Amy Groskopf, Library Director; Michael Priest, Assistant Director; Jennifer Williams, Operations Manager; Tracy Moore, Development Director; Kasey Shipley, recorder.

Engelmann motioned to approve the consent agenda. Shrikhande seconded the motion and all approved.

Public With Comment: None

FRIENDS Report: Genis reported there were two guests at last week's FRIENDS meeting as prospective board members. The board discussed the question from December Trustees meeting regarding expectations of donation amount and term of capital campaign gift. The outcome was it is up to the individual on how much they pledge and the manner in how payments are made to fulfill the pledge. This is a capital campaign so it would be the hope that donors would still give their annual contribution with this in addition. The FRIENDS board is forming a committee to review their investment policy. It was last amended five years ago and there were some questions in the last year in applying for grants on some information in it so they are looking at the entire document.

Finance Committee: No report from Engelmann but he noted that the budget comparison looks good.

Personnel Committee: No report from Roba.

Director's Report: Groskopf reported that she and Priest have been working on a schedule of upcoming PR efforts, and it will be a busy first six months of 2018 with many new programs and events in the works. It is likely that the Strategic Plan will be presented to the City Council at a Tuesday work session after approved. She will let the board know when it is booked. These sessions are more informal than council meetings allowing for two-way communication. Main hours change begins March 5. Groskopf met with new council members Rich Clewell and JJ Condon and provided an orientation of the library, explaining the Board of Trustees is the policy maker for the library. Both seem to be library supporters and users. Now that the council is at full capacity, the mayor may be appointing a council liaison to the Board as discussed last year. Today is the first day of classes at the Urban Campus on 3rd Street. Groskopf is discussing two cooperative programs with St Ambrose University. The first is for a public relations/programming campaign for digital literacy. The purpose is to encourage citizens to evaluate what they learn assuring it is good, accurate information. Another is working with St Ambrose as well as the River Music Experience on a local music online platform similar to one created in Iowa City. The plan is to have a demonstration to see if it is something that would work for us. An AmeriCorps worker was hired through that program and begins today. The Quad City Contributors Council meets January 18 where the FRIENDS application will be presented by their consultant. Groskopf reported an initial estimate on furnishings for second floor at Main has come in at \$70,000. More information to come on that process. As an early warning, you may be receiving a request from Shipley for your license plate number. The City plans to update the library parking lot to the technology used to monitor the parking ramps with license plate readers in their enforcement vehicles.

New Business: Engelmann motioned to approve the library joining Mobius Consortium. Shrikhande seconded. Some discussion was held regarding details of the membership with access to 9 million items and how it will interface with our catalog. It will also save many hours of staff time, along with cost savings in postage and mailers. Implementation fee is \$9500 and \$13,000 per year ongoing. The plan is to utilize Open Access funds since it is resource sharing. All ayes passed the motion.

Old Business: Karen Rose from Library Strategies presented the Strategic Plan via speakerphone while stranded in an airport. Their service includes the plan, an implementation plan and a dashboard to track progress. Groskopf handed around a draft of the implementation plan which includes more specifics and is aimed towards staff to carry out the plan. Rose noted that this piece is a living document and will change with ideas, dates, etc. Groskopf would plan to examine the implementation plan at the end of each calendar year to update. The colorful, four-page document is the outwards facing piece for sharing with the community. The dashboard is for the board to monitor progress of goals and strategies. Rose recommended the board look at the dashboard every month. Two edits were made to the Strategic Plan to include removing specific language of Section 8 housing and replacing with “low income families” and changing teen mothers to “teen parents”. A. Motto motioned to approve the Strategic Plan as amended. Engelmann seconded and all approved.

Other: A reminder of the training on Thursday, January 18 at 6:30 to be held at Main in the Small Meeting Room from Groskopf. Imming reported he is working towards re-activating the trustee subdivision of the Iowa Library Association. That committee would like to bring in a speaker to the ILA conference specifically for Trustees. Shrikhande and Engelmann thanked Imming for working on this committee. Roba conveyed a concern from a patron that came to the library on Martin Luther King, Jr Day and found it closed, having checked online before coming. Staff reported the closing was on the website. It may have been an internet search by patron that didn’t reflect the holiday hours. Shrikhande mentioned seeing Trustee profiles on other library’s websites and wondered if we would want to do that as well. Engelmann noted he passed along information to an individual on how to be appointed by the mayor as a trustee, directing them to the application on the city’s website.

With no further business, Engelmann motioned to adjourn at 12:56 p.m. N. Motto seconded and all approved.

Respectfully submitted,
Kasey Shipley