

On Tuesday, October 20, 2015, following the adjournment of a special meeting, President Steve Imming called to order the monthly meeting of the Davenport Public Library Board of Trustees at 12:10 p.m.

Present: Matt Casillas, Craig Cooper, Tom Engelmann, Jimmy Holt (12:18 p.m.), Dave Iglehart, Steve Imming & Judie Lance. Absent: Amanda Motto & Sylvia Roba.

Others present: Greg Lundgren, Immediate Past President/Ex-officio; Amy Groskopf, Library Director; Sue Anderson, Operations Manager; Tracy Moore, Development Officer; and Kasey Shipley, recorder.

Imming noted the change in agenda to reverse order of item 5, Old Business and Item 6, New Business. Engelmann motioned to approve the consent agenda with exception to agenda approval. Lance seconded and all approved. Engelmann motioned to approve the change in agenda with a second by Iglehart. All present approved.

FRIENDS Report: Groskopf noted that the FRIENDS discussed the planned giving presentation at their October meeting last week and she recruited some volunteers from their board to help at the Jan Brett author visit in December.

Finance Committee: Engelmann has no report.

Personnel Committee: Iglehart has nothing to report in this meeting.

Director's Report: The fine-free youth library cards will roll out in November as it has to go through a RiverShare meeting to create a new patron category. The card will not require a parent's signature with a limited number of print materials the child can check out at one time. The Great Minds event held at NorthPark has garnered 150 new library card holders to date. FRIEND volunteers are working with Youth Services & Programming on 10th Anniversary events for Fairmount. This will consist of a reception for Fairmount donors, current boards and elected officials along with a community celebration with cake geared towards families. Reciprocal borrowing was explained to the board and the expectation that Bettendorf will not enter into reciprocal agreements with the Illinois libraries. It is up to the board to decide if our library would enter to any agreements and any fees we would charge to non-resident users. DPL serves Arsenal Island residents as Rock Island does not. The library budget is a concern to the board.

New Business: In the meeting packet, you will find the budget submitted to finance for FY17. Staff was told to keep at current service levels with no increase in operating expenses. Salaries reflect 2% wage increase approved with latest contract. Benefit amount is FY16 as it has not been entered by finance department. Imming noted he would like to see the budget approved by the board before submission in the future. CIP projects were noted on handout by Groskopf. Library Materials request for FY17 is \$400,000 with reasoning being that we will need to buy a wider variety of titles to fill our customer's requests without Illinois RiverShare libraries. Electronic Equipment replacement request is a decrease from earlier FY17 request at \$181,960 after reviewing the original \$200,000 request, the projected need and expected costs of items. Electronic Replacement is basically anything with a power cord, Groskopf clarified. One-time CIP requests include Main's 50th Anniversary for FY18 in the amount of \$400,000; Mobile Library vehicle for FY19 for \$200,000; and public furnishings replacement at branches in FY21 of \$110,000. Facilities Maintenance requests for the libraries include Main Library upgrades in FY17 for \$350,000 and FY18 for \$75,000; Main Library loading dock in FY17 for \$35,000; Fairmount carpet in FY19 for \$150,000 and Fairmount Roof in FY20 for \$175,000. CIP projects are for items that last longer than three years and can be bonded, primarily buildings and maintenance. Personnel Manual draft will be emailed to board by Anderson. She will add notes that show what is new or re-worded from version approved at accreditation time earlier in the year. Holt

volunteered to attend the next staff meeting on October 28 at 8:30 a.m. to present staff with service pins. Anderson will provide information on staff to Holt and will meet him at 4th St door to let him in as the library doesn't open until 9. Groskopf opened bids today for the Main Street lower level renovation project. The low bidder was Hodge Construction at \$211,443. That is over the \$200,000 CIP project budget, but since part of it is AV equipment that is being replaced, it could be covered by using some Electronic Equipment Replacement CIP funds if allowed by finance. Iglehart motioned to approve the award of contract to Hodge providing that funds are acquired to cover the bid amount. Casillas seconded and all present approved.

Old Business: Imming would like to see more discussion and questions answered on the Gift/Sponsorship policy before adding to agenda.

Other: Imming noted the receipt of an email from ILA requesting input from Trustees on what kind of training they would appreciate. Please share any thoughts you may have on the topic. There is a Big Read book discussion tonight at Fairmount at 7PM. The volunteer recognition reception is Thursday at Fairmount at 5:30. Iglehart will attend and thank the volunteers for their efforts. Groskopf will be there to provide updates on upcoming events and plans for the buildings.

With no further business, Engelmann motioned to adjourn at 12:54 p.m. Iglehart seconded and all approved.

Respectfully submitted,
Kasey Shipley, Recorder