

On Tuesday, August 20, 2013 board president, Greg Lundgren, called to order the regular monthly meeting of the Davenport Public Library board of trustees at noon.

Present: Marie Christian, Tom Engelmann, Greg Lundgren, Judie Lance & Tracy Schwind.  
Absent: Ken Croken, Dave Iglehart, Steve Imming & Sylvia Roba.

Others present: KennethWayne Thompson, Library Director, Amy Groskopf, Associate Director of Library Resources, Stephanie Schulte, Associate Director of Customer Services, Sue Anderson, Operations Manager and Karen Neal, recorder.

1. Consent Agenda
  - A. Roll Call
  - B. Approval of Agenda
  - C. Approval of July 16, 2013 board minutes
  - D. Approval to close the buildings mornings only, quarterly, in 2014 for staff training
  - E. Financial Reports

Engelmann made a motion to approve the Consent Agenda with a second from Christian. Motion passed with all ayes.

## 2. Reports

**FRIENDS** – no report available

**Finance** – no report

**Personnel** – Anderson reported that she and staff are interviewing for the part time position to assist with the Fairmount Pines project beginning in October; all guard positions are filled as well as the part time Senior Clerks. A part time librarian has accepted a full time position elsewhere so looking to fill that position after August 31.

**Buildings/Grounds** – Lundgren asked about the lack of containment of the flourishing weeds at the branches. Schulte commented that there are contractors in place and inquiries are being made on why we are not getting the expected results.

**Marketing** – no report

**Planning** – no report

## Director's Report

- Space Planning

Thompson provided an overview of the status of the Creative Arts Academy (CAA) on which he sits on the planning committee. While, ultimately, it is expected the Academy will serve 6<sup>th</sup>, 7<sup>th</sup> and 8<sup>th</sup> graders, it is looking to just serve 6<sup>th</sup> graders for the inaugural 2014-2015 school year. Several members of the committee toured the Main Library last Thursday to determine if possibly the Main Library could be the hub of the Academy for the 2014-2015 school year. This would give the School District time to better gauge and position themselves for acquiring a building for successive years. Dr. Tate, Superintendent of Davenport Community Schools, is scheduled to tour the Main Library today to look at the space as well. The proposal includes the Academy renting space at the Main Library; and providing the funds to retrofit the existing RAM room to meet their needs. The retrofit would be a joint planning effort since the Library would re-claim the use of the room after the school year. Board members shared like concerns that staff have: security, janitorial support, hours, etc. Thompson has re-iterated the library's position to the committee that there is no library staff to support this endeavor; that space is the only item on the table. Board members suggested the use of the rent money be earmarked on the front end of the agreement, in part, for city leaders to clearly understand. Board members believe it to be a great opportunity and would like to be as cooperative as possible but controls need to be clearly established for both parties. Given the Academy is interested in other spaces in the building, the board felt they should work around the library's needs and not solely dedicate the Film Room or the ICN Room, for instance, to their needs. Thompson will email board members the progress of the agreement as it moves forward between today and the next board meeting. Board members concurred that they should vote on the final lease agreement.

- Strategic Plan

Thompson offered that the Strategic Plan needs more weight; that it is not as robust as it should be. As a result he will be working towards making revisions to the document. Board members agreed that it should not be a static document; rather, a work in progress and needing updated on a regular basis.

The results from the community survey should be available in November which will help shape the revisions. He wants the Plan to reflect what the community wants. As such, he also plans to invite patrons to have "lunch with the library director" beginning in January, inviting interested parties to sit down in an informal chat about what they see as the needs of the community. Thompson will include and work with Imming, Planning Chair, on the process.

- Davenport READS

As previously mentioned, the "Davenport Reads" initiative continues to move forward. Thompson shared the "kit" the library staff put together that offers the services of the library, for instance. He commented that there is another meeting tomorrow to continue to fine tune the project.

- FRIENDS'-related

Wanting to give the FRIENDS board some more tangible projects, Thompson has made an initial pitch to the FRIENDS board for stepping up to the plate to plan a 50<sup>th</sup> anniversary party of the Main Library in 2018.

Schulte provided an overview of Better World Books that will supplement the book store revenue and move some of the much crowded inventory of used books.

Thompson also wants to infuse some new life into the FRIENDS web page. This would include a place on the webpage where patrons could hit a button and “donate now”, for instance.

A general discussion about the FRIENDS board then ensued. Lundgren offered he has a growing concern of what the FRIENDS do and who they are or, if you will, their health and welfare. Admittedly, Lundgren also offered that he would otherwise prefer that someone from the FRIENDS board was at the meeting to hear this discussion first hand, being able to exchange thoughts from both sides. Since the “branching out” fundraising campaign, they have weakened and seem to be faltering for a purpose. As the fundraising arm of the library they need a bigger role than just raising revenue through book sales and memberships. Can the board of trustees help them get back on track? If a project-driven group, then projects need to be delineated. Discussion continued as to identifying the reasons for the diminished willingness of FRIENDS board members. There was a consensus that the make-up of the board translates to the vitality of the group. Inasmuch, individual skill sets need to be identified for purposes of being invited to sit on the board. It seems it may be time to revisit why the group exists; re-defining their purpose and expectations to re-engage them.

Given no further business, Engelmann made the motion to adjourn with a second from Schwind at 12:50 pm.

Respectfully submitted,

Marie Christian, Secretary