

DAVENPORT PUBLIC LIBRARY BOARD OF TRUSTEES  
MINUTES OF THE AUGUST 18, 2020 MEETING

Board President Steve Imming called the monthly meeting to order for the Davenport Public Library Board of Trustees at 12:03 p.m. on Tuesday, August 18, 2020. The meeting was held in the Brooke Room of the Fairmount Branch and was partially electronic due to the fact that an in-person meeting is impossible or impractical due to concerns for the health and safety of board members, staff and the public presented by Covid-19, and to follow the Governor's proclamation directing social distancing.

**Roll call of Trustees:** Amanda Motto, Naghme Motto, Sylvia Roba and Judie Lance via Go-To Meeting; Malavika Shrikhande, Craig Cooper and Steve Imming in-person. Tom Engelmann arrived at 12:07 p.m. Absent: Joe Heinrichs.

Others present in-person or via Go-To Meeting: Amy Groskopf, Library Director; Lexie Reiling, Assistant Director; Jennifer Williams, Operations Manager; Tracy Moore, Development Officer; Laura Genis, President of the FRIENDS of DPL; Kasey Shipley, Recorder.

Roba motioned to approve the consent agenda with a second by Shrikhande. A. Motto, Cooper, N. Motto, Roba, Lance, Shrikhande and Imming all voted yes to carry the motion.

**Public with Comment:** None in person or via Go-To Meeting.

**FRIENDS Report:** Genis shared the August meeting was postponed due to the power outage from the storm and will be held this coming Friday at noon. They will be authorizing the use of the funds they have for the Main Renovation project so the City knows they are supporting the project.

**Finance Committee:** Engelmann explained there were two budget recaps in the packet. One is for the end of FY20; the other for the new fiscal year. Nothing extraordinary in either report to note.

**Personnel Committee:** A. Motto and Cooper will be distributing surveys to the board in the next two weeks for Groskopf's evaluation. Staff and supervisors will receive surveys as well.

**Advocacy Committee:** Shrikhande has reached out to legislators about the license plates and will also share information with Genis as the FRIENDS may want to explore the program. It is a possible revenue source.

**Director's Report:** Groskopf had some new information to share since her report was sent. This morning the street in front of the Main Library was closed due to the apartment building across the street losing some of the brick façade from the upper floors. A structural engineer was on the way to examine it. The City or Davenport Fire Department will let us know of any updates or if we need to close the Main St entrance. It will be easy with the Welcome Desk system to move access to the 4<sup>th</sup> St door. The City's budget kick-off for FY22 is September 15. Impacts to the City's budget for FY21 due to Covid-19 and projections for FY22 will be the topics. Café D'Marie is still interested in the Eastern café space but have had some issues at their current location due to last week's storm they need to work through before expanding to Eastern. This may delay their start of the business until December or January. Groskopf shared that staff did a great job last week with the power outages at the branches and subsequent influx of patrons looking for wi-fi or power to charge their devices. Most staff were impacted with power outages themselves but showed compassion and flexibility to the customers looking for our help. Some patrons were a bit unhappy with the time limits in place due to the pandemic.

**Council Liaison:** In Meginnis' absence, Groskopf shared the Library is an official partner for the Census and may be providing tables for Census workers to assist residents in filling out the 2020 Census. Neighborhoods near Main are in the low response tracts.

**New Business:** In the first item of new business, Groskopf presented the Strategic Plan draft for 2018-2021 for discussion. Additions to extend the plan into the 2021 calendar year are in italics. Goal 1 added strategy #10: Expand virtual programming to provide additional access to patrons unable to attend in person. Goal 2 was originally focused on downtown but the building is for all residents of Davenport. Strategy #6 added wording to the end noting it is an education and cultural asset. Goal 3 remained the same. Once approved, an implementation plan will be created for 2021. The approval will be on the September agenda for the Trustees. The second item of business was to approve the expansion of branch library hours so that the Fairmount and Eastern Ave branches will be open Monday through Thursday until 8 p.m., and to allow for temporary changes as needed during the Covid-19 pandemic. Engelmann motioned to approve with a second by Cooper. Engelmann said he is glad to see more consistent hours. Groskopf noted the hours will begin September 21 due to staffing challenges earlier in September. There could be situations that arise due to the pandemic to change the hours. A roll call vote had Cooper, N. Motto, Engelmann, Roba, Lance, Shrikhande, Imming and A. Motto all voting yes to approve. The motion carried. The third item of new business was a motion to approve the bidding of the Main Library Renovation Project. Engelmann motioned to approve with a second by Roba. A roll call vote with yeses from N. Motto, Engelmann, Roba, Lance, Shrikhande, A. Motto, Cooper and Imming carried the motion. The final item of new business was a motion to approve the transfer of up to \$150,000 from the following gift accounts to the Main Library CIP account: Lyasis refund, PrairieCat refund, Eastern MidAmerican Rebate and Patron-use printer revenue. Engelmann motioned to approve and Shrikhande seconded. Discussion included an explanation from Groskopf that the first two accounts were from pre-paid accounts that were refunded. Annual amounts were paid to Lyasis when we acquired OCLC cataloging services through them. We now go directly through OCLC and received a refund many years ago from Lyasis. The PrairieCat was a refund from when we left that consortium and started RiverShare. The MidAmerican rebate was from LEED building of Eastern with rebates added to it from the Main re-lamping project to LED lamps. The patron-use printer revenue is from all of those copies made by patrons at our public printers. We do use some of that for the print service, but the balance has grown over the years. The patron-use printer account will be used last to get to the \$150,000. A roll call vote was held. Engelmann, Roba, Lance, Shrikhande, A. Motto, Cooper, N. Motto and Imming all voted yes to carry the motion.

**Old Business:** None.

Engelmann motioned to adjourn at 12:33 p.m. with a second by Cooper. All approved.

Respectfully submitted,  
Kasey Shipley, recorder