

On Tuesday, September 16, 2014, Board President Steve Imming called to order the regular monthly meeting of the Davenport Public Library board of trustees at 12:03 p.m.

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

Others present: Greg Lundgren, ex-officio; KennethWayne Thompson, Library Director; Amy Groskopf, Assistant Director; Sue Anderson, Operations Manager; Jessica Mirasol, Special Collections Supervisor and Kasey Shipley, recorder.

1. Consent Agenda
 - A. Roll Call
 - B. Approval of agenda
 - C. Approval of August 19, 2014 board minutes

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

2. Reports

A. FRIENDS

On behalf of the FRIENDS, Groskopf reported the group met last week and discussed a fundraiser at the Blackhawk Bowl and possibly funding a staff party at the same venue. Two new board members joined the group last week; Jacob Clark and Jessi Meyer.

B. Committee Reports

1. Finance, no report this month.
2. Personnel: Iglehart met with Roba to take over the chair of this committee. He will be meeting with Thompson to discuss the structure of his performance evaluation. Roba suggested the staff and board surveys be completed in the next month and she will assist with manager/supervisor meetings in November. It was reviewed that any media wishing for a comment regarding the library contact the library director. Board president and vice president are next in line if he is unavailable. Cooper stated a script is very important in responding to any issue.
3. Buildings & Grounds: Thompson will send photos of Main Library 4th St and Main St views to committee chair for input on sprucing up those areas.
4. Marketing, no report.
5. Planning, no report.

C. Director's Report

Creative Arts Academy began classes at the Main Library on September 8. Thompson will be meeting with the school director, Joel Franken, on a bi-weekly basis. The ribbon cutting is set for Thursday, October 2 at 10:30 a.m. Please come! Tracy Moore, the library development officer begins September 29. She will be working closely with Thompson and Shipley the first three months. Chris Holifield, acquisitions clerk, celebrates 30 years at the library this month. A staff team is brainstorming on ideas to make Main Library more inviting. They will visit the Cedar Rapids Public Library on September 22. Cedar Rapids has a good front line service model we may be able to build upon. HVAC meeting for Main Library is Friday, September 19 with Andy Dibbern, city Facilities Maintenance. The marketing and programming department received a compliment on Facebook regarding a change to schedule an evening story time for working parents. Fall programs were advertised in the QC Times for the bargain price of \$156.50 for a full page ad.

3. Old Business; none.
4. New Business
 - Roba inquired about a tour for the board of the Creative Arts Academy. Iglehart and Engelmann suggested either before or after a board meeting. Thompson will also send 4 dates/times for board consideration for when they can attend.
 - By-Laws: Discussion of by-laws and references to state and city codes. Engelmann motioned to review and suggest changes to By-Laws at October meeting for adoption consideration. Roba seconded and motion passed with all ayes. Pertaining to standing committees, it was discussed that those should be winnowed to essential committees; create Ad Hoc as needed.
5. Being no further business, Holt motioned to adjourn at 1:02 with a second by Iglehart. Motion passed with all ayes.

Respectfully submitted,
Kasey Shipley, recorder