

On Tuesday, May 19, 2015, President Steve Imming called to order the regular monthly meeting of the Library Board of Trustees at 12:02 p.m.

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

Others present: Amy Groskopf, Interim Library Director; Sue Anderson, Operations Manager; Tracy Moore, Development Officer; and Kasey Shipley, Recorder.

1. Consent Agenda
 - a. Roll Call
 - b. Approval of Agenda
 - c. Approval of April 21, 2015 board minutes
 - d. Financial Reports

Engelmann motioned to approve the consent agenda. Lance seconded and all present approved.

2. Reports

FRIENDS Report: No report

Finance Committee: Engelmann noted the Budget Recap in packet notes that 84% of the year has passed with 72% spent from city appropriation.

Personnel Committee: A new library director was appointed; Amy Groskopf begins officially as Library Director on June 1.

Director's Report: In the past weeks there has been DPL website submission forms filled out anonymously conveying threats and complaints against staff using obscenities. Groskopf replied to email address provided requesting the sender contact her for a meeting. Last week there was another sent referring to a local online message board which contained the same language used in messages sent previously. Staff does not feel the complaints against the library are valid, but willing to discuss with individual if they contact Groskopf. Dollar General grant of \$2000 was received to use for Summer Reading Program. Groskopf attended special meeting of school board and city council on Monday, May 18. As part of the District of Distinction, they have started a Reading Academy program to help get students to grade level. This may be a natural partnership with the library. Illinois libraries in RiverShare are considering leaving the consortium, but it will likely be all or none. Meeting with or contacting those cities administrator's or library board members to share your thoughts is possible. St Ambrose is considering leaving RiverShare to join an academic library consortium led by the three state universities in Iowa. (UNI, Iowa State and Univ of Iowa.) Groskopf doesn't think that will impact the public libraries in RiverShare largely. Sue Ring, Fairmount Branch Supervisor, is retiring on Friday, May 22 after 19 years at DPL. Asbestos tile removal at Main Library is coming soon, but not yet scheduled.

Old Business:

CAA Lease—After much discussion of the lease language and monthly rent cost, Engelmann motioned to approve lease only with the increase to cover last year's deficit of \$650 per month and a clause that allows for an adjustment at the end of the lease term to remain "cost neutral", whether a payment is due from the lessee, or a refund of overpayment applied toward rent from lessor. Roba seconded the motion and all present approved. If the Davenport Community School District does not approve of proposed changes, revisions will come back to the Library Board of Trustees.

Sponsorship Policy—Lengthy discussion of what should be included and what should not. Groskopf conferred with city attorney Tom Warner and he doesn't believe there is a concern for library and the "right to refuse any gift not consistent with mission and goals" language is not necessary in the policy. In the annotated copy, Groskopf crossed through many procedures not needed in the policy. More work to be done on the policy; possibly setting levels in conjunction with the FRIENDS and creating a procedure on how large gifts, legacy gifts, etc are handled. A suggestion was made to look at Chicago Public Library Foundation's policy, and Bettendorf Public Library Foundation as well.

Loitering Policy—This policy was reviewed since the last meeting and no one had any suggested changes. Roba motioned to approve as reviewed by board 5/19/15. Cooper seconded the motion and all present approved the review of the Loitering Policy.

Strategic Plan—Imming would like to track progress of plan on a quarterly basis, looking to the plan as board moves forward.

Smoking Policy—A recent challenge to the Tobacco and Smokeless Products on Library Property policy brought this to the forefront. A customer at Fairmount was "vaping" and noted it was not in the policy. The City just released an administrative policy this month that does cover it and any "emerging tobacco product or simulated smoking device". Utilizing this wording, a revised policy was crafted by staff to present to the Board of Trustees. Noting the removal of "employees" twice in first paragraph, Engelmann motioned to approve the changes to board policy. Cooper seconded and all present approved.

New Business: Letter of job offer to Groskopf of Library Director. Engelmann motioned to approve the appointment letter of Groskopf dated May 19, 2015 with a second by Lance. All present approved.

With no further business, Engelmann motioned to adjourn at 1:06 p.m. Motto seconded and all present approved.

Respectfully submitted,
Kasey Shipley, Recorder