

DAVENPORT PUBLIC LIBRARY BOARD OF TRUSTEES
MINUTES OF THE MAY 19, 2020 MEETING

Board President Steve Imming called the monthly meeting of the Davenport Public Library Board of Trustees to order at 12:02 p.m. on Tuesday, May 19, 2020. He noted the meeting is partially electronic because a fully "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 and placing restrictions on gatherings.

Roll call of Trustees: Naghme Motto, Amanda Motto and Steve Imming present via Go To Meeting; Craig Cooper and Malavika Shrikhande present in the Library Director's office at the Main Library. Absent: Matt Casillas, Tom Engelmann, Judie Lance and Sylvia Roba.

Guests: Laura Genis, President of the FRIENDS of the Davenport Library; Joe Heinrichs, Trustee appointee, both present via Go To Meeting.

Library staff: Amy Groskopf, Library Director; Tracy Moore, Development Officer; Kasey Shipley, recorder, present in the Director's Office. Lexie Reiling, Assistant Director and Jennifer Williams, Operations Manager via Go To Meeting.

Imming introduced Joe Heinrichs who has been appointed to the board by Mayor Matson to replace Matt Casillas as he did not seek a second term. Imming expressed thanks for Casillas' service and devotion to the library. Imming noted that A. Motto and Cooper have been reappointed to a second term by the mayor and thanked them all for their service to the board and thanked Heinrichs for his interest in serving as a Trustee of the Library.

Shrikhande motioned to approve the consent agenda with a second by Cooper. Roll call vote: N. Motto, A. Motto, Cooper, Shrikhande and Imming all voted yes; motion carried.

Public with Comment: No one registered to speak, per Imming.

FRIENDS Report: Genis reported she will be working with Groskopf on options to reschedule the Annual Meeting or hold an electronic FRIENDS meeting. Groskopf noted two \$5,000 donations to the capital campaign; one from Wells Fargo and one from US Bank.

Finance Committee: No report.

Personnel Committee: A. Motto had no report.

Advocacy Committee: Shrikhande had nothing to report.

Director's Report: Groskopf reported the meeting was not in the usual room due to rain water getting into the lower level where the meeting rooms are due to a contractor error related to the air handler replacement project. Sump pump power was unplugged as they removed the old parts last week and the rain over the weekend backed up into the two meeting rooms and the room used for some historical record storage. The contractor is working with a disaster recovery company on drying out and the amount of damage is unknown at this time. The OWL vehicle has arrived and staff will be getting it out into the community as soon as they can. There is a list of social service agencies that requested it for providing wi-fi visits. Drive-up window service began at Fairmount yesterday with 402 items checked out from 1-5 p.m. It is estimated that 200 vehicles or more came through. Imming shared his wife's experience of being asked if the library was re-opened multiple times as she ate lunch in the Fairmount parking lot with a friend recently. Reiling shared statistics and information about virtual programs the library has held since the first one was held on March 19. There have been more programs each week through platforms such as Facebook and Zoom. Adult programs are better attended online rather than many in-person programs held in the past. The plan is to keep these virtual programs going with the positive reactions and the demand they've found for them. Shrikhande mentioned a neighbor mentioning Lit Tip Fridays, and said the pet contest is superb. Reiling said they've received a lot of engagement with the Top Pet Contest.

Council Liaison Report: None.

New Business: In the first item of new business, Cooper moved to approve the motion to forgive patron fines through May 31, 2020. A. Motto seconded the motion and there was no discussion. A roll call vote was held with N. Motto, A. Motto, Cooper, Shrikhande and Imming all voting yes for the motion to carry. The second item of new business was the motion to approve COVID-19 pandemic policies. Shrikhande motioned to approve and N. Motto seconded. Groskopf explained each of the six policies and answered some questions from the board regarding the procedures that will be applied for the policies. A roll call vote was taken with Shrikhande, Cooper, A. Motto, N. Motto and Imming all voting yes to carry the motion. The third item of new business Imming presented was to authorize the library to work toward re-opening the library buildings following social distancing guidelines and guidelines from the State Department of Public Health on a date to be determined. Shrikhande motioned to approve with a second by Cooper. Groskopf noted that since the agenda was posted, staff can now recommend opening the three libraries June 1-5 from 9 a.m. to 5:30 p.m. and resume normal hours the week of June 8 if staffing allows. If staffing does not allow, reduce hours at the Main Library. The hours for the first week allow time for supervisors and staff to work through any issues and support staff as new procedures are followed. Groskopf checked with the president of Scott Community College and she is okay with the hours reduced at Main and would prefer the regular night hours at Fairmount for the West Davenport Campus students. The motion was amended to “authorize the library to re-open the library buildings following social distancing guidelines and guidelines from the State Department of Public Health on or after June 1”. Shrikhande and N. Motto reaffirmed their motion and second with the change to the motion. With no further discussion, a roll call vote of N. Motto, A. Motto, Cooper, Shrikhande and Imming voting yes carried the motion.

Imming thanked Heinrichs for joining the board and his interest in the library. Sometime in June, Heinrichs, A. Motto and Cooper will be on the council agenda for approval. With no further business, Imming declared the meeting adjourned at 12:46 p.m.

Respectfully submitted,
Kasey Shipley, recorder