

President Steve Imming called the February 20, 2018 monthly meeting to order at 12:01 p.m. for the Davenport Public Library Board of Trustees. The meeting was held in the Library Director's Office at the Main Library.

Present: Matt Casillas, Tom Engelmann (12:13), Steve Imming, Judie Lance, Amanda Motto, Naghme Motto and Malavika Shrikhande.

Absent: Craig Cooper and Sylvia Roba.

Library staff: Amy Groskopf, Library Director; Michael Priest, Assistant Director; Jennifer Williams, Operations Manager; Tracy Moore, Development Director; Kasey Shipley, recorder.

Casillas motioned to approve the consent agenda. Shrikhande seconded and all present approved.

Public with Comment: None

FRIENDS Report: Groskopf recapped the FRIENDS' business from February meeting. Two new members were voted in: Nancy Goldsmith and Kassie Hoyt. Both have experience in finance. One other person attended as a guest to consider joining the board. Their board approved contracting with Library Strategies on the capital campaign. More discussion to follow on how that contract will look, whether a monthly fee or hourly rate. The FRIENDS have formed a committee to review their investment policy. The pub crawl will be Thursday, April 12. From the establishments asked, only Me & Billy cannot participate due to a private party already booked.

Finance Committee: No report.

Personnel Committee: No report.

Director's Report: Moore and Groskopf are working on a grant application to Bechtel Trust. They will attend the SCRA March meeting to present the project as well. The AmeriCorps worker will be going to Stepping Stones locations every three weeks, visiting the food pantry at former JB Young, stopping weekly at Genesis East to provide library information to new parents and many preschool visits are on her calendar. The Mobile Library specifications are being created and site visits scheduled for some in the region with smaller library vehicles. We want something that won't require staff to have a CDL to drive it. The FY19 budget is not yet certified, but staff will accelerate the process when we know the funding is locked in and will attempt to get out to bid close to July 1 start of fiscal year. The air handler project pre-construction meeting at Main is next week with completion expected in July. The library was awarded a \$1000 grant from Dollar General for two teen interns that will be paid a \$500 stipend. The Fairmount Branch received a proposal to create a food forest at that branch. More information to come, but it could be located near the west side of the bike path access and include fruit and nut bearing trees. Special Collections is working with the Bix Museum on housing some of their archives in a loan agreement. More negotiations involving legal waivers and insurance issues before anything is finalized. No official word on Creative Arts Academy status for next year. Decision should be known in March. Legat's first proposal to Groskopf for re-working Main design plans is \$21,000. She will be contacting them for more details for March board meeting.

New Business: The Electronic Resources Use Policy was presented for review. Groskopf had no suggested changes. Engelmann motioned to approve with a second by N. Motto. Discussion included if it should be added that the library does not use internet filters. Imming noted some policies he has read do say if they filter or not. A question was asked if the language in third paragraph relating to court orders was only for terrorism or national security. Groskopf understands it to be a court order **or** other order like a FISA warrant. Patrons do agree to rules in policy when they log onto public computers. All voted approved the policy as presented with no changes.

Old Business: Groskopf presented some priority ideas to the board to ponder as it is expected the Creative Arts Academy will not be at Main next year. There is time to think them over before next board meeting. Ideas include: study rooms, computer area, remove concrete wall between children's area and current CAA computer classroom to create a teen center, service desk where sorter is and move sorter off public floor, front door re-work of design/better air-lock, second floor area with soft seating and plug in access, shelving replaced with lower height units, exterior

lighting, paint interior, new carpet on first floor. Shrikhande felt study rooms for small groups and front door re-do for utility savings were important. Engelmann believes it more logical to create study rooms in CAA space to save money. Groskopf noted that more construction rather than cosmetic changes may lead to spending funds on ADA compliance like a new elevator; removing concrete walls is more construction and expense than changing drywall in classrooms. Imming likes the study rooms and soft seating with power access, as well as the exterior lighting to draw attention to the building. He also likes the idea of the half wall separating children's area to prevent kids from wandering out. Lance asked what Legat would do for the new documents. Groskopf believes it will include the revisions and new conceptual designs. Imming suggested the board look at the first drawings to determine priorities for March meeting, while Engelmann would like the options for priorities listed. Groskopf presented the 2018 implementation plan for goals that she will be showing to staff on Thursday, February 22 when closed for a staff development day. One goal is to increase board member engagement and create a job description for the library trustee. At the end of the presentation she shared the dashboard Library Strategies created to track goals and something she can present to the board monthly .

Other: Shrikhande would like some time at the March meeting to share her thoughts on items in the Strategic Plan like public awareness, trustee engagement and first impressions. Imming reported on the planning meeting he attended for the Iowa Library Association Conference to be held in October in Cedar Rapids. Two sessions are being planned by the trustee subdivision. Groskopf reminded trustees that the March meeting will be held at Eastern. Engelmann reported he is running for Scott County treasurer.

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

Respectfully submitted,

Kasey Shipley, recorder