

President Steve Imming called the monthly meeting of the Davenport Public Library Board of Trustees to order at 12:01 p.m. on Tuesday, August 21, 2018 in the Director's Office of the Main Library.

Present: Matt Casillas, Craig Cooper (12:02), Tom Engelmann (12:04), Steve Imming, Judie Lance, Amanda Motto (12:04), Sylvia Roba and Malavika Shrikhande. Absent: Naghme Motto.

Library staff present: Amy Groskopf, Library Director; Michael Priest, Assistant Director; Jennifer Williams, Operations Manager; Kasey Shipley, Recorder.

Guest: Laura Genis, President of the FRIENDS of the Davenport Public Library.

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

Public with comment: None.

FRIENDS Report: Genis reported a meeting was held yesterday with the capital campaign co-chair, Megan Stopulos, Library Strategies consultant Stu Wilson, Groskopf and herself. They covered topics such as grants and adding committee members. Wilson believes setting a goal for the end of 2019 to complete the campaign is realistic. Adding an endowment component to the campaign may be feasible depending on the community's response. The next phase is fleshing out naming opportunities and giving levels for those. They will go to Wilson for review, then to the Board of Trustees for approval. If you have any information on potential donors or grants to explore, please share that with Genis, Groskopf or Tracy Moore.

Finance Committee: Engelmann reported the first month of the fiscal year is below budget.

Personnel Committee: No report.

Director's Report: The library outreach vehicle specifications are nearly ready to go out to the public for proposals. The goal is to have at the board to approve a contract in October. The Quad City area library directors from Moline, Rock Island and East Moline met recently and are planning a public relations campaign focused on early literacy skills. Mediacom pledged support in producing a spot at a Big Table event they hosted. The Summer Reading Program trophy will be awarded on September 12 in council chambers. St Paul won large school and Jackson won small for completion. There will also be an award for most improved. The event this past Saturday at Fairmount was fabulous. Estimated attendance was 1300 for the Block Party. Roba was impressed by the entire event and complimented the work by Bianca Sierra-Luebke in planning and conducting the event. She would like to see staff that participated recognized. Groskopf noted that Eastern will be holding an event on Saturday, September 15 and the Main Library will have one on Saturday, October 15. Fairmount has set the bar high with their great turnout. There was no media coverage at the event but there were many other events going on that day including one at Fejervary Park and one at Bettendorf Public Library.

New Business: The 2020 Business Plan for the library was shared with the board via email last week for review. Engelmann motioned to approve with a second by Shrikhande. Discussion points included: Material circulation decline from 2017 to 2018 is due in large part to fewer dvds going out as more people stream. Strong economy also sees more purchasing their own items. E-audio use has increased. Collection HQ assists with purchase and circulation trends. Public computer use is down due to more people owning devices that can perform the function in which they previously used the library's computer. All approved the 2020 Business Plan. The Exhibit Policy revisions and exhibit application that was pulled from the policy was sent to the board last week for review. Engelmann motioned to approve the revised version. A. Motto seconded and all approved.

Old Business: Legat has updated the conceptual plans with changes and will build those out to include the ADA restrooms on second floor, moving self-checks and updating the number of shelves needed for the collection. They should have something to present to the board in September or October. The capital campaign committee will let them

know documents needs for their materials. Engelmann asked if the library had communicated anything to the school district thanking the Creative Arts Academy for being here. Groskopf will see that is done.

Board Training on statistics from 12:25-12:45 p.m.

Groskopf presented a PowerPoint slideshow. Circulation statistics are based on the branch that loans the item, it doesn't matter which library owns the item or where the cardholder's card is issued. E-Books and e-audio are "owned" by Main so any online circulation counts as Main. DVD loans are down due to streaming. There are services for libraries but those can be very expensive so staff is examining those options carefully. Main's circulation is up in Fiction, Science Fiction/Fantasy and Horror. Fairmount's is down by 15% and areas like Romance, Mystery, Large Print and Video Games are popular there. Eastern is down 10% over the last 3 years. They circulate a very large number of juvenile materials. Teen program numbers are up at that location now that those neighborhood kids are growing up. Public computer use has gone down due to smartphone use. Public computer use is by session which could be 2 hours long. We do not track those sessions in the children's area. Public wi-fi use was 76,000 for FY18. Main had the most computer users and Eastern the fewest. Gate count is performed at the security gates. All traffic at Main comes through those but if someone only goes to the meeting rooms or bookstore at the branches they are not counted. Main is up due to hours increase; overall the gate count is down 13%. Program attendance is up overall. Youth Services added programs when Community Engagement and Learning took over adult programming. Current average is 34 attendees per program. Teen attendance is down due to fewer attending teen gaming at Fairmount. The decrease to around 45 per week rather than 90 has led to fewer security issues. Adult programming relating to health and finance have proven popular, and our new Special Collections supervisor has held many new programs.

Other: Shrikhande noted it was good to see the teens volunteering at the Fairmount event. Groskopf note we now have Teen Advisory Boards at both branches. Shrikhande also updated the board on her effort to become the first public library in the state of Iowa to "Adopt A Highway". She will share a better map of available locations near Fairmount and Main libraries with the board to see if there can be consensus to move forward with the commitment. Engelmann voiced concern over finding people to perform the clean-up, thinking it would take a large group of 50. The typical number would be 10-15, Shrikhande replied. Shrikhande reported the library is working with St Ambrose on a Davenport Library card sign-up drive at the college for students. Imming reminded the Trustees of the Iowa Library Association conference in October. Some commented they get too many emails from ILA to read them all.

With no further business, Engelmann motioned to adjourn at 12:52 with a second by Cooper. All approved.

Respectfully submitted,
Kasey Shipley, recorder