

DAVENPORT PUBLIC LIBRARY BOARD OF TRUSTEES
MINUTES OF THE JUNE 18, 2019 MEETING

President Steve Imming called the monthly meeting to order of the Davenport Public Library Board of Trustees at 12:07 p.m. on Tuesday, June 18, 2019 in the Main Library's Small Meeting Room.

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

Guest: Marion Meginnis, City Council liaison.

Library Staff: Amy Groskopf, Library Director; Lexie Reiling, Assistant Director; Kasey Shipley, recorder.

Imming noted to viewers of the meeting that one trustee, Malavika Shrikhande, was joining the meeting by phone so a quorum is met for conducting business.

Roba motioned to approve the consent agenda with a second by Lance. All approved.

Public with Comment: None.

FRIENDS Report: Groskopf reported the FRIENDS did not meet in June since a quorum could not be achieved. The next capital campaign meeting is Thursday, June 27.

Finance: No report.

Personnel: No report.

Advocacy: Shrikhande wanted to thank Pam Fox from St Ambrose University, and her daughter, Stephanie, for the large donation of craft supplies to the Library's Outreach department. It included a Cricut machine.

Director's Report: The Main Library will be one focus in the Quad City Times "Big Story" about libraries in July. There will also be a monthly article on best sellers and what is popular at the library in the newspaper. Reiling will take the lead on that content. City Council approved the Legat Architects contract. Groskopf had a phone call with Marc Rohde from Legat this morning and they will be supplying images for a virtual reality tour of the designs for an event to be held in the fall. A draft copy of the staff culture document was shared with the board. It is an internal document to be used as a guide in working with customers and other staff and includes core competencies with examples. The examples were a product of the staff in-service work session with all staff. On the back is how staff practice empathy-driven enforcement, taken from training at that in-service as well. The supervisory staff will meet on how to best roll it out. Roba would like to see other staff enlisted to rolling it out as a show of support. The library's Staff Association is planning a viewing party of "The Library". It will be held in the Large Meeting Room at 6PM on Friday, August 2. Imming asked the board if they would be willing to purchase pizza for this voluntary event since many would be coming directly from work. A positive response was given by those in attendance. Groskopf asked if spouses or older children could be invited to attend as well. There was a concern for the amount of space available but since it is voluntary it is not expected to be more than the room can hold. All Trustees were invited as well.

Council Liaison: Meginnis commented that it was nice to meet with the board and city council jointly last week. The council enjoyed hearing about all the library happenings before budget time. She thanked the library for their participation in the first of seven “Parties in the Parks” last week. The weather and turnout was very good. All city departments were represented, as well as many non-profits. And, no bugs! An exhibit on the history of the park and neighborhood was created with the help of Coky Powers and Meginnis will be showing that exhibit at the events. Council is on the verge of approving The Dream Project that would begin in July. There are 10 - \$25,000 grants available to new buyers of homes in the project area. Another \$650,000 in \$15,000 grants will be available to current homeowners for improvements. She expects the funding to run out swiftly, but may provide flyers on it at the Main Library since it is in the area served. The council is dealing with flood aftermath. Future flood defense, Main St Landing and railroad track issues are being looked at by the city.

New Business: Groskopf presented a timeline for tasks to be completed before the next accreditation. Two tasks included are board-driven. A special meeting may be called for the board to approve the library business plan depending on when it is created and the deadline to return to the city. Another is the annual evaluation of the library director. It is to be done annually to cover the fiscal year. She has it to be completed in the fall for the fiscal year ending June 30. She will share this information with Casillas and A. Motto as requested by Roba. The library loitering policy was presented for review. The suggestion was made to eliminate “of the Main Library” when referring to the porch. Imming asked if the policy was needed since the behavior policy is mentioned and “no loitering” is a part of that. Groskopf believes the policy was created to define loitering so it could be enforced if needed and that city legal had input in the wording. The policy will be presented for approval in July. The Gift Acceptance Policy was reviewed by Trustees next. It mirrors the policy the FRIENDS of the Davenport Public Library uses and the only change suggestion was to include wording on page 3 saying, “Recognition of gifts, including any naming opportunities, will be determined by the Library Board of Trustees on a case by case basis”. This will be on July’s agenda for approval.

Imming noted he received an invitation from the mayor to discuss the library.

With no further business, Lance motioned to adjourn at 12:42 with a second by N. Motto. All approved.

Respectfully submitted,

Kasey Shipley, Recorder