

DAVENPORT PUBLIC LIBRARY BOARD OF TRUSTEES
MINUTES OF THE OCTOBER 15, 2019 MEETING

Board President Steve Imming called the monthly meeting for the Davenport Public Library Board of Trustees to order at 12:03 p.m. on Tuesday, October 15, 2019 in the Small Meeting Room of the Main Library.

Present: Matt Casillas, Craig Cooper, Steve Imming, Judie Lance, Amanda Motto, Naghme Motto (via Go To Meeting), Malavika Shrikhande. Absent: Tom Engelmann, Sylvia Roba.

Guests: Laura Genis, FRIENDS of the Davenport Public Library President; Marion Meginnis, City Council liaison.

Library staff present: Amy Groskopf, Library Director; Lexie Reiling, Assistant Library Director; Jennifer Williams, Operations Manager; Tracy Moore, Development Officer; Kasey Shipley, recorder.

Cooper motioned to approve the consent agenda with a second by Shrikhande. Imming noted the addition of an item for the agenda under New Business as "Motion to approve CIP requests for FY2021-2026". Cooper and Shrikhande were asked if they stand by their motion with this change and they both answered affirmatively. All approved the consent agenda as presented with that change.

Public with Comment: None

FRIENDS Report: Genis reported it has been a good month for capital campaign pledges with \$5,000 from Cobham, \$15,000 from Wells Fargo and \$25,000 from MidAmerican Energy. Those commitments get the committee one-third of the way to the goal. There will not be a fundraiser for the capital campaign in 2019 since the public phase is not yet ready to kick-off. The FRIENDS' board continues to work on their governance and ratified this year's executive committee at the most recent meeting. There is a committee working on the by-law revisions. A commitment has been made to QC Beats to pay for five \$100 honorariums again this year.

Finance Committee: No report.

Personnel Committee: A. Motto reported the director's evaluation will be done at today's meeting.

Advocacy Committee: Shrikhande reported that St Ambrose representatives will be attending library ESL sessions in the future. She has spoken to the CEO of CASI about library outreach activities and shared their contact information with the Library Outreach Supervisor. The National Friends of Libraries Week is in October. Shrikhande encouraged a viewing of The Public by city council, noting the library owns six copies of the DVD.

Director's Report: Groskopf thanked Shrikhande for her efforts in helping the library create an accurate Welcome banner to replace the Main 50th banner at the downtown library. It will have Welcome in many world languages. The library was working with the county auditor's office on providing voter registration forms and the service to return those to the auditor's office. With some concern of voter fraud by city legal and risk, those plans are on hold. If a sealed box can be supplied by the auditor's office to pick up, that would remove the concern. Groskopf recently attended the Iowa Library Association annual conference and will be going to an American Library Association conference for

library directors in November. One topic is new initiatives in library services and may provide good information for the next strategic plan that will be addressed in 2020.

Council Update: Meginnis reported that things are fairly quiet right now with council proceedings. She thanked the library for participation and support in the Party in the Parks series this summer. Most of the events had a good turnout from the neighborhood residents and they may do it again next year. One item on the council agenda this week relates to boards and commissions. A mark-up of proposed changes is available.

New Business: Groskopf noted that the Capital Improvement Project (CIP) request for the Fairmount Roof replacement should have \$232,000 as estimated cost. Casillas motioned to approve the CIP requests for FY2021-2026 with that change. A. Motto seconded. Groskopf noted these requests will go through a review process where all departments get together to voice support for projects. All approved the requests with the addition of the Fairmount Roof amount. Next up for approval was the revision to the Library Programming Policy with edits suggested at the September meeting. Shrikhande motioned to approve with changes made and Lance seconded. All approved with no further discussion. The next agenda item was to approve the Meeting Room Use Policy. Casillas motioned to approve with the revisions. Shrikhande seconded. Groskopf noted that other libraries policies don't address the public forum but wanted to add something saying only the meeting rooms could be reserved and used by the public. All approved.

Old Business: Having received no input from other board members, Imming will take the Election of Board Officers back to the executive committee.

Closed Session for Director Evaluation: Shrikhande motioned to go into closed session in accordance with Chapter 21.5.i of the Open Records Law "to evaluate the professional competency of an individual whose appointment, hiring, performance or discharge is being considered when necessary to prevent needless and irreparable injury to that individual's reputation and that individual requests a closed session" at 12:33 p.m. Lance seconded. Groskopf did submit a written request for her performance evaluation to be in closed session. A roll call vote was performed by Imming. Lance, Casillas, Shrikhande, Cooper, A. Motto, N. Motto and Imming all affirmed going into closed session.

The board reconvened into open session at 12:59 p.m. Shrikhande motioned to approve the evaluation of the library director with a second by A. Motto. All approved.

Shrikhande added that St Ambrose used stamps for mailing voter registration forms but knows that is an expensive endeavor. Imming will send out mark-ups of proposed by-law revisions soon. Don't forget about the Halloween parade on October 26.

Shrikhande motioned to adjourn at 1:02 p.m. Lance seconded and all approved.

Respectfully submitted,
Kasey Shipley, recorder