

DAVENPORT PUBLIC LIBRARY BOARD OF TRUSTEES  
MINUTES OF THE APRIL 16, 2019 MEETING

President Steve Imming called the monthly meeting of the Davenport Public Library Board of Trustees to order at 12:07 p.m. on Tuesday, April 16, 2019 in the Small Meeting Room of the Main Library.

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

Guests: Marion Meginnis, City Council liaison.

Library staff present: Amy Groskopf, Library Director; Jennifer Williams, Operations Manager; Kasey Shipley, recorder.

Engelmann motioned to approve the consent agenda. Roba seconded and all approved.

**Public with Comment:** None.

**FRIENDS Report:** Groskopf reminded attendees of the FRIENDS annual meeting on Wednesday, April 24 at the Main Library in the Large Meeting Room. Dinner is available. There will be a conference call with the capital campaign committee on Thursday, April 18.

**Finance Committee:** Engelmann noted overall the budget looks good. Some accounts exceed where it should be for the year, but not out of line.

**Personnel Committee:** A. Motto had no report.

**Advocacy Committee:** Shrikhande wants to get a group together to view "The Public". This is the movie that the author of "The Librarian's Guide to Homelessness", Ryan Dowd, consulted on and it deals with the homeless and libraries in an urban setting. It is not yet scheduled to be shown in any Quad City movie theaters. She will continue to watch for that and share more information. There are plans to attend the May 4 backpack filling event at River Bend Foodbank. She will email the Trustees with more information. She is attending a Dress For Success fundraiser this week and thinks the library may be able to partner with them in helping job seekers by using library computers and other resources. Roba commented she just read the book "The Library" which is about a fire that destroyed the Los Angeles Public Library and highly recommends this non-fiction title. Shrikhande added there may be a movie in the works as those rights have been purchased.

**Director's Report:** Legat has provided an estimate for fully drawn plans. Groskopf is having a city project manager review those before bringing to the board for approval. There may be a special meeting called before the regular May meeting to request approval. Staff is exploring becoming an AmeriCorps site, which is an expansion of how we use AmeriCorps currently. This would provide three positions. One 900-hour for Outreach Department, a summer position in Outreach and a 450-hour position for Youth Services at Fairmount to provide extra activities for neighborhood children. The side letter to AFSCME contract approved by the board last month is now with the Union awaiting a vote by their members. It was in regards to the elimination of the trial period for 20-hour to 25-hour Senior Clerk transfers. Groskopf shared positive comments made to staff by patrons that are very happy to have juvenile items fine free. The Library and Davenport Reads is looking at how they can assist the school district with access to materials. Recent budget cuts have eliminated some teacher/librarian positions that will leave gaps in service to students. The placement of deposit collections into schools was one possible partnership mentioned. More input is needed from the schools to see if the library can be of assistance but not a replacement of the teacher/librarian.

**New Business:** Groskopf presented a rough draft of the Library Trustee job description for the first item of New Business. With input provided by the trustees in attendance, she will revise and bring back to the board at a future

meeting. Some changes may include Trustee Responsibilities rather than Duties, include hiring/firing of director, exerting fiduciary control of the library's annual budget, serving on a committee, including the seven bullet points from the Iowa Library Trustee Handbook on page 12, and be sure it includes any information needed for state accreditation. Shrikhande found a job description on the State Library's website she liked and will send a link. Imming suggested a copy go to the Mayor's office upon approval. The next item on New Business is presentation of a draft for Patron Appeals to the Board of Trustees. There is currently no written procedure for reconsideration of materials if the patron is unhappy with the director's decision or for those appealing their ban not being lifted by the director. A comment was made to include the option of presenting the appeal to the whole board if preferred, and letting the patron know the meeting is public and recorded. Also, providing a timeline of appeal process was suggested, as well as a time for rebuttal. Engelmann would like the document presented to City Legal for review before board approval. A revised document will come to the board at a future meeting.

**Board Training:** Groskopf provided a twenty-minute overview of the training staff received at the annual in-service on March 21 from a trainer for "Librarian's Guide to Homelessness". She presented information on the goals of the training and how the library can be welcoming, inclusive, safe and productive for all that enter. The goal is it can assist our staff in providing good customer service and applies to other populations, not just the homeless, as we utilize voluntary compliance of library rules to avoid conflict. Empathy-driven enforcement works better than punishment-driven enforcement and she included tools from the training in her summary. Shrikhande noted that she has subscribed to Ryan Dowd's weekly email and anyone interested can do that.

**Other Business:** Imming would like to see the mission of the library added to the agenda, and it may be a good addition on the Trustee job description, too. Meginnis mentioned the council plans to have a series of seven "Parties in the Park" events June through September at smaller neighborhood parks. The point is to bring city staff to the people for a fun couple of hours, probably 5:30-7:30, where they can get more information on city programs. The library plans to send staff to these events.

With no further business, Engelmann motioned to adjourn at 1:13 p.m. Lance seconded and all approved.

Respectfully submitted,  
Kasey Shipley, recorder