

DAVENPORT PUBLIC LIBRARY BOARD OF TRUSTEES
MINUTES OF THE JULY 20, 2021 MEETING

President Steve Imming called the monthly meeting of the Davenport Public Library Board of Trustees to order at 12:02 p.m. The meeting was held at the Main Library in the Large Meeting Room.

Roll call of Trustees: Craig Cooper, Joe Heinrichs, Malavika Shrikhande, Judie Lance, Sylvia Roba, Tom Engelmann and Steve Imming were all present in-person and Maggie Motto was present via Go To Meeting. Amanda Motto was absent.

Shrikhande motioned to approve the consent agenda with a second by Engelmann. A roll call vote was held and Cooper, Heinrichs, Shrikhande, Lance, Roba, Engelmann, M. Motto and Imming all voted to approve.

Public with Comment: There was no one from the public wishing to comment.

Imming interjected before the reports section to note others in attendance. Amy Groskopf, Library Director; Lexie Reiling, Assistant Director; Jennifer Williams, HR Operations Manager; Tracy Moore, Development Director; Brittany Peacock, Community Outreach Supervisor and Jerry Skalak, President of the FRIENDS of the Library were all present in-person.

FRIENDS Report: Skalak noted it was his first meeting with the Trustees as the new President of the FRIENDS of the Davenport Public Library. He reported the FRIENDS are working to identify and focus funding opportunities they can support and early literacy is the one they are most committed to assisting the Library to support. The FRIENDS received a financial update at the last meeting which looked good with \$2.5 million in total assets. The job of the FRIENDS isn't to only accumulate funds but to distribute to the Library and he wants to be proactive in finding ways to do just that. He did joke that spending it may be difficult with all of the Covid-related grant funds out there right now. The FRIENDS would be interested in supporting a community center at the Fairmount Library. Groskopf shared that the FRIENDS' Board had two members resign recently and they are at nine members with the minimum being eight per the by-laws. If you know of anyone who may make a good FRIENDS Board member and interested in more information on joining, please share that information with either her or Skalak. There are no Davenport residency requirements for their board. The meetings are held the second Tuesday of the month at noon at the Main Library.

Finance Committee: Engelmann pointed to the budget recap that shows 100% of the year and that spent amount is under 100%. There is just under \$1 million in the Levy fund.

Personnel Committee: Cooper had nothing to report.

Advocacy Committee: Shrikhande reported on the Library's Diversity, Equity and Inclusion (DEI) committee and the next step is to put the ideas into motion. She is working on a community relationship subcommittee with a librarian. They have reached out to some local non-profits and for-profits interested in sharing library information with their clients. Their hope is to find those pockets of residents that don't know the Library and its services. Please share any contact information with Shrikhande that you have for a non-profit or business that they may partner with in connecting residents with Library services. She would be happy to accept those via email or text. The next meeting is July 28.

Director's Report: Groskopf had some updates or expansion on items sent in her report last week. The interior plants will arrive today around 2 p.m. Door installation to the restrooms was actually finished yesterday and those are now opened to the public. The contracts have been signed for the masonry work at Fairmount that include the replacement of deteriorated expansion joints, some tuckpointing and new window caulk. For the August meeting, there will be some items on the agenda for approval. Those include two regarding the RiverShare consortium. One is to make Young Adult materials fine-free like the juvenile items. The second is to implement an auto-renew feature that will give patrons one automatic renewal of an item on the due date if the item is eligible to renew. There are statistical implications with this. If the renewal is patron-initiated, it counts as a circulation. If it is auto-renewed, the State Library does not count it as a second circulation. Groskopf stated that since so many statistics have suffered due to Covid, we may as well begin this now. The FY23 Budget process is beginning. The first step is updating the annual business plan with last year's statistics. The City asked for the plans back on August 15 but will give the extra time for the Board to review and approve at the August 17 meeting. A draft will be sent to the Board as soon as it is updated. Shrikhande commented that the podcasting equipment will be a great thing to have; Groskopf replied that it won't be available for checkout since it is around \$2,500 in value, but we may have a space where patrons could use it in-house.

Council Liaison Report: Marion Meginnis provided some notes for Groskopf to share in her absence. Council will be voting on the ARPA (American Rescue Plan Act) projects with a blanket approval in the upcoming cycle. They will be voting on the memorandum of understanding for the community-based youth assessment center. This is not the juvenile detention center the County is talking about. As ARPA approved projects are rolled out, they will vote on the financial allocation individually as they do with all projects over \$50,000. Most are capital projects and include the West Locust sewer connectivity, sewer work for flood mitigation and riverfront playgrounds. The Library is on the list for the Fairmount Library Community Center, the Library social worker for three years and the pre-K literacy coordinator for three years. The expanded Summer Reading Program for \$106,000 was not funded.

New Business: Groskopf had not yet heard from Bradbury Miller on the timeline of the Library Director search to share information for the first item on the agenda. Engelmann motioned to approve the three Library projects to be funded by the City ARPA grant as the second item of business. Roba seconded. Imming spelled out that those projects are supporting the early literacy initiative, hiring a social worker for the Library and building the Fairmount Community Center. Engelmann asked if the addition would impact the Food Forest. Groskopf noted it will not as the food forest is on the back side, and added that she just learned today that there are a few pieces of fruit on those trees this year. Cooper had asked a question about the size of the building since it ranges from 3,000 to 5,000 square feet. Groskopf replied this was from the request from the Parks Director to add a small gym. The architect was concerned about the lot having enough space for the larger building, but that will be determined in the future. Groskopf just wanted to be sure to include both options for the funding estimate. The Parks department has said they could staff the facility. The Board will be involved with the decision on what a community center is since that term can include a variety of options. Staff plans to poll attendees at the Fairmount Movie Night on July 30 and the Fairmount Block Party on August 14 for their input. Roba suggested doing a focus group for the neighborhood residents and not depend on a survey. Shrikhande is happy to see the Library Social Worker is on the list. A roll call vote had Heinrichs, Shrikhande, Lance, Roba, Engelmann, M. Motto, Cooper and Imming all voting yes to carry the motion.

At 12:36, Peacock provided approximately 20 minutes of Board Training on the Community Outreach Department of the Library. She provided an overview of what they do as a department in providing community outreach and supporting the library in public relations and marketing tasks. A timeline of events was shared on what they have been doing the past two years and she shared some plans into the future. Heinrichs had a question about home delivery. Groskopf shared that there had been a homebound service run by volunteers with a library supervisor to coordinate the service, but it was eliminated during a budget cut. The FRIENDS have provided funds to do a trial of a Books by Mail service and that will be rolled out in the fall or winter.

Shrikhande shared that August 19 is the event at the Library that kicks off Alternating Currents. She wondered if the Board or others would be interested in writing personal notes to invite others to the event. It is something she's seen done at other non-profits like the Figge and she would be happy to write notes.

With no further business, Engelmann motioned to adjourn at 12:56 p.m. with a second by Shrikhande. Roll call to adjourn had Shrikhande, Lance, Roba, Engelmann, M. Motto, Cooper, Heinrichs and Imming all voting to approve and the meeting ended.

Respectfully submitted,

Kasey Shipley, recorder