

President Steve Imming called the December 19, 2017 meeting to order at 12:01 p.m. for the Davenport Public Library Board of Trustees. The meeting was held in the Director's Office of the Main Library.

Present: Matt Casillas (12:07), Craig Cooper (12:07), Tom Engelmann (12:05), Steve Imming, Judie Lance, Naghme Motto, Sylvia Roba and Malavika Shrikhande.

Absent: Amanda Motto.

Guests: Laura Genis, FRIENDS President.

Library Staff present: Amy Groskopf, Library Director; Michael Priest, Assistant Director; Jennifer Williams, Operations Manager; Tracy Moore, Development Officer; Kasey Shipley, recorder.

The Trustees began the meeting with introductions around the table to Laura Genis as she takes over as the President of the FRIENDS of the Davenport Public Library. Patrick McElyea has resigned due to a judicial appointment.

Shrikhande motioned to approve the consent agenda with a second by N. Motto. All present approved.

**Public With Comment:** None

**FRIENDS Report:** Groskopf presented the updates from the December FRIENDS meeting. They are working on an event to be held the week of National Library Week in April. It will be a Pub Crawl as a fundraiser, but more of an awareness event working with downtown partners. Pledge cards were handed out at the December meeting for the capital campaign as a verbal commitment was made by both boards to have 100% participation in the fundraising efforts for Main renovations. Groskopf handed out cards to Trustees at today's meeting. It is important to funders and grantors to know that the boards support the project. There is no minimum dollar amount set. Genis reported she and Groskopf had a good meeting with the Contributor's Council consultant. He will take information back to the council but does not provide a recommendation. The results should be known by mid-late January. Shrikhande mentioned she had put a Donate Now button for the FRIENDS on a social media page and can see it has led to \$70 in donations. Genis said the FRIENDS Board is discussing ways to use personal social media for posts related to the library.

**Finance Committee:** Engelmann noted the spending is in line with the percentage of fiscal year.

**Personnel Committee:** No report from Roba.

**Director's Report:** Groskopf shared the first draft of banners from DMW Design. There will be some changes to wording and added color at bottoms. Bids are due tomorrow. Virtual reality workstations are on order and Groskopf will plan to hold a demonstration for board either in a group at a meeting or individually. Eastern Branch café plans have not worked out and Shipley will be working with city Facilities Maintenance to see what it will take to remove counter and appliances in place. Related to that, Groskopf asked the board if there were any objections to pursuing beverage vending machines for bottled water, soda, etc, in the three buildings. Eastern former café space would be easy to place vending, but Fairmount and Main may take more planning. Her only concern is noise and being a beacon of light in a darkened building after-hours. No objections were voiced. CAA may not renew annual lease for next school year as they explore other options for housing. More should be known by late January. Groskopf asked for the boards thoughts on allowing all RiverShare card holders to join the planned Bestseller's Club. The holds would give preference to Davenport residents in the queue, but it would take staff time to process other city's cardholders in the program. Imming stated he'd like to see it open to all. Engelmann requested more information on Bettendorf's program and what they charge. Groskopf noted there are other library services that we can only provide to Davenport residents, such as online databases which are priced on city population and the proposed Mobius membership for filling holds outside of RiverShare. Interstate borrowers, such as Rock Island and Moline, would not be affected as they cannot place holds, only check out what is on shelf.

**New Business:** The Request for Reconsideration of Library Materials Policy was presented. Groskopf noted the only changes were to job or location titles. When asked how often materials are challenged, her reply was rarely. There was one about six months ago that came to the director level and the complainant did not bring to the board level. Requests are asking for items to be removed from the library or moved to a different area, like children's to young adult or young adult to adult. Engelmann motioned to approve the drafted changes. Lance seconded the motion. Discussion included Imming sharing what he found in Nashville Public Library's policy and the packet they give out to those that want to make the request. All approved the changes to the policy. The board needs to approve the hours change for Main Library. Eastern Iowa Community College and the board signed an agreement that officially begins in July. The library has personnel restricted funds leftover from a past grant with EICC that will cover March 5 through June. Hours open will be 9 a.m.-8 p.m., Monday through Thursday and 9 a.m.-5:30 p.m., Friday and Saturday. Shrikhande motioned to approve the change in hours at Main beginning March 5. Engelmann seconded the motion and all approved.

**Old Business:** Groskopf provided an update of the strategic plan process. Library Strategies met with staff to create an implementation plan on December 11. The draft of the goals, strategies and tactics created from that meeting is not yet complete. In the implementation plan process many duplications were found in the strategies and Library Strategies is working on a streamlined document. That should be received by Groskopf the first week of January. Engelmann noted the outcome needs to be manageable and achievable in the three years it covers. The supervisors will be working on department goals for the upcoming year from the draft and creating individual goals in January with staff. Regarding Board Training, Groskopf quizzed the Trustees on the best way to schedule training outside of time left at the end of board meetings. The city business plan has a goal of 6 hours of training for the board. There is also accreditation requirements with the State Library for board training. Some prefer self-directed, like on demand webinars, while others would like to share feedback immediately with other Trustees. Groskopf will look at a mix of those, maybe 3 hours of independent and 3 hours of group training. Shrikhande noted American Library Association website has options but some are members-only. Imming is involved with reinvigorating the Trustee group of Iowa Library Association and will check in on options with them.

**Other:** Shrikhande noted the online catalog changes look great.

With no further business, a motion to adjourn was made by Engelmann at 12:54 p.m. N. Motto seconded and all approved.

Respectfully submitted,  
Kasey Shipley, recorder