

On Tuesday, January 19, 2016, President Steve Imming called the monthly meeting of the Davenport Public Library Board of Trustees to order at 12:04 p.m.

Present: Matt Casillas, Craig Cooper, Tom Engelmann, Jimmy Holt, Dave Iglehart, Steve Imming, Judie Lance & Sylvia Roba. Absent: Amanda Motto.

Others present: Maria Dickmann, 2<sup>nd</sup> ward alderman; Rita Rawson, 5<sup>th</sup> ward alderman; Greg Lundgren, ex-officio; Amy Groskopf, Library Director; Sue Anderson, Operations Manager; Tracy Moore, Development Officer; and Kasey Shipley, recorder.

Imming welcomed Dickmann and Rawson and introductions were made around the room.

Engelmann motioned to approve the consent agenda with a second by Holt. All present approved.

Imming noted the Library was a top-rated city service in the last survey of citizens. The Board of Trustees is made up of nine members that serve six year terms. They are appointed by the mayor and approved by city council. Imming reviewed the four points of the strategic plan and added the Main Library is also the home of the Davenport Community School District's Creative Arts Academy. A public concern in the 2012 citizen survey is the need to expand number of hours open. The materials budget was also decreased by \$150,000 a few years ago. Rawson's goal as a council member is to have the city be fiscally responsible and know the restrictions in the budget. Property tax reform at state level is being felt and she encouraged all to contact their state representatives.

**FRIENDS Report:** Groskopf reported the FRIENDS are hosting a reception at Fairmount on Monday, January 25, 6-8PM for branch and levy supporters and to celebrate the impact the building has had on that neighborhood. The FRIENDS received 10% of sales at the Jan Brett book signing event for a total of \$539. The year-end annual appeal raised over \$7600 which was more than expected. Imming mentioned the recent passing of Terry Strader. She served on the FRIENDS board in the past and scheduled volunteers at the Fairmount Book Store.

**Finance Committee:** Engelmann reported the city budget Saturday sessions continue this week with CIP budget discussions.

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

**Director's Report:** The library plans to work with the school district and parks department in outreach this summer at summer school/intensive reading recovery and meal sites to get kids signed up for the Free Card and have items they can check out. As early as February 3, the Eastern café may be under some construction for flooring replacement. Flooring was installed after book shelves that house the FRIENDS sale items and to re-locate the shelves we need to have the flooring completed beneath those. February 1 is caucus night and both branches will have the meeting rooms in use for this event. Fairmount is normally closed on Monday night, but meeting rooms will remain open for that evening. There is a state law that says public funded buildings must make space available and be open for the caucus. Groskopf handed around talking points that can fit in your wallet or purse. In the latest newsletter is the annual report from data pulled from the statistics sent to the state for FY15. Please fill out the Board and Commission Update form you will find in your packet and return to Groskopf today.

**Old Business:** Casillas handed out the Sponsorship and Gift Policy draft. Blue highlight is current policy, green is proposed additions and yellow is questions Motto had for board/legal. The small group will create a final draft and bring to the board at the next meeting for their review but may need additional legal review before changes are voted upon. Casillas also mentioned the library's webpage may want a direct link to click for "Support the Library" as it was hard to find within the drop down menu. Rawson encouraged the board and FRIENDS to educate donors on supporting the library in their estate planning.

**New Business:** Imming said that Mayor Klipsch had inquired about how many terms expire for the Trustees in the coming year. Engelmann, Holt and Iglehart all expire June 30 and all are filling unexpired terms and can be re-appointed to a full six-year term. Iglehart does not wish to continue as he may be assigned to work in Iowa City on Tuesday's at the

dental school, so there will be one vacancy in July for the mayor to appoint. Please let Imming know if you have any candidates in mind. To achieve a better gender balance, it was determined the replacement be a woman and experience in fundraising would be a plus. Alderman-at-large Gripp was unable to attend today's meeting and Tuesday at noon is not a good time for him. Imming and Groskopf will be meeting with him on Friday, January 29 at 3:15 PM if anyone else would care to join them. Imming has joined a committee to explore reactivating the Iowa Library Association Trustee subdivision which has been idle the past few years. The ILA conference will be in Dubuque this October. Iglehart expressed his gratitude to Dickmann and Rawson for serving the city as aldermen and he is proud of the talent and knowledge they bring to the forum.

With no further business, Cooper motioned to adjourn the meeting with a second by Engelmann. All present approved and the meeting closed at 1:10 p.m.

Respectfully submitted,

Kasey Shipley, recorder