

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

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

Others present: Patrick McElyea, President of the FRIENDS of DPL; Amy Groskopf, Library Director; Michael Priest, Assistant Library Director; Sue Anderson, Library Operations Manager; Tracy Moore, Development Officer; Kasey Shipley, Recorder.

Introductions were made around the room with Shrikhande beginning her role as Trustee.

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

Election of Officers: Imming noted he had sent the board an email that the current slate of officers agreed to stay on in their current positions, if elected. With no further nominations for President, Vice President or Secretary, Casillas motioned to approve Imming as President, Engelmann as Vice President and Roba as Secretary, all for a two year term. Motto seconded the motion and all present approved.

FRIENDS Report: McElyea noted the FRIENDS had a productive meeting last week. They were able to approve \$25,000 for programming to the library, a Not-to-Exceed \$10,000 for help to market the library and the FRIENDS, and paid the \$16,625 invoice to Legat for services rendered to date. Book sales for May totaled \$8,000 thanks to the books sent to auction. They also approved a gift policy.

Finance Committee: Engelmann noted the budget recap shows nearly all budgeted money for FY16 was spent out.

Personnel Report: No report. Imming said he will be contacting trustees before August meeting to see which standing committee, finance or personnel, they would be most interested in serving on the next two years.

Director's Report: Groskopf noted an addition to the packet; a list of goals with progress reports. The core competency presentation for the library will be Monday, August 8 from 3-5:30 at Eastern Avenue Branch. Circulation and gate counts are down but eResource use is up and that seems to follow nationwide trend. Summer Reading Program sign-up is down, but also experienced at other libraries. Our decrease may be partly due to the outside programs at Kick-off this year didn't bring everyone inside to sign up. Another source of decrease may be due to no Third Grade tours this school year. There has been a shift in neighborhood demographics from the time Fairmount has opened and we may need to re-think the marketing strategy. Youth Services & Programming is taking advantage of the Pokémon Go app popularity and working with other businesses downtown to reward Pokémon hunters. You will also find that Eastern is a Pokémon gym! The bad news for the day is that one of the chillers at Main is down. The larger unit was replaced last year and the 13 year old unit that cools the school and lower level has a refrigerant leak that would cost \$36,000 to repair. With the unit being that aged, a replacement cost estimate was sought and estimated at \$100,000. Students will be back on August 22. Funds could come from either the CIP account that is ear-marked for air handler replacement at Main or from a drawdown of levy funds. The Main Library has four air handlers and the cost to replace could be as much as \$200,000 for each. Engelmann suggested pursuing the levy funds for this emergency cost and doing an air handler with CIP. To market services, a suggestion was made by Shrikhande to contact realtors so the library is included in lists they give to new residents with information on how to get a library card, etc. One other idea to encourage library use is to work with hospital birthing units so new parents can know more about the library where their child can get a card.

Old Business: Staff is working with Legat to provide a cost estimate on a plan. The amount of shelving in their plans was about 35% of our collection and we are asking they change to 70% so there will be enough shelving to hold our collection after weeding. A meeting was held with some downtown business owners, Davenport School and Eastern Iowa Community College District officials and library representatives to share information on each entity's project goals in downtown and how we can incorporate into the Main Renovation plan. The bottom line is still fundraising that will determine how much can be done and on what timeline.

New Business: Engelmann motioned to approve the payment to Hodge Construction in the amount of \$10,572.15 for retainage from Lower Level project at the Main Library. Casillas seconded and all present approved. Imming told the trustees that supervisors, managers and department heads across the city received a General Wage Increase of 2% but the library needs to approve the library director's raise. Engelmann motioned to approve the 2% General Wage Increase for Groskopf retroactive to July 1, 2016. Lance seconded and all present approved. Imming asked the trustees to review the meeting room policy. Consideration was given to allowing for-profit organizations to pay for using the meeting rooms but staff recommended to keep policy as-is after researching the effort versus revenue aspect. With no changes suggested, Motto moved to approve with a second by Shrikhande. All approved.

With no further business, Engelmann motioned to adjourn at 12:51 p.m. Casillas seconded and all approved.

Respectfully submitted,

Kasey Shipley, recorder