

LIBRARY BOARD OF TRUSTEES  
MINUTES  
January 16, 2024

### **Roll call and introduction of attendees**

The Davenport Public Library Board of Trustees meeting was called to order by Joe Heinrichs on Tuesday, January 16, 2024 at 12:04 p.m. The meeting was held at the Main Library in Meeting Room C. Board members present: Malavika Shrikhande, Laura Genis, Sylvia Roba, Joe Heinrichs, Michael Hustedde and Judie Lance. Tom Engelmann, Steve Imming and Amanda Motto were absent. Staff present: Jeff Collins, Lexie Reiling, Jennifer Williams, Tracy Moore, and Kasey Shipley. Guest: City Council member Marion Meginnis.

### **Consent Agenda**

Shrikhande motioned to approve the consent agenda. Roba seconded the motion. Shrikhande, Genis, Roba, Hustedde, Lance and Heinrichs all approved.

### **Public with Comment**

Seeing and hearing no one, Heinrichs moved to the next item.

### **Reports and Communications**

#### **FRIENDS Report**

No report. Collins noted their meeting last week was cancelled.

#### **Finance**

No report as Engelmann was not present. Heinrichs offered to try to answer questions but no one had any.

#### **Personnel**

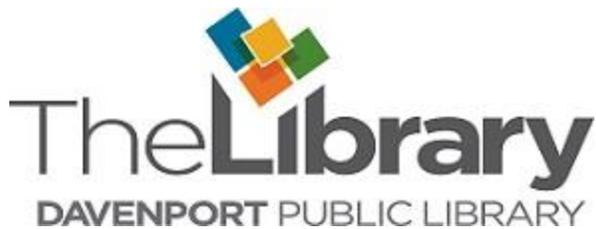
No report as Motto was not present. Genis did not know of any updates to share.

#### **Advocacy**

Shrikhande noted that the IDEA (Inclusion, Diversity, Equity and Accessibility) team was meeting today and she would share more information with Board next month after she received minutes.

#### **Director's Report**

Collins noted the Libraries were closed on Friday and Saturday due to weather. Special Collections is closed today due to lack of staffing. A change to the service model is in place as desks have been added in the Youth Services areas at Fairmount and Eastern. There is also a desk for Information Services at Main near the Makerspace and public computers. The goal is to meet the patrons at their point of need, with subject-matter experts, and providing more direct customer service. The last item was to



share that the Checked In podcast had the American Library Association president as a guest. This was a contact made by Brittany Peacock, the Community Outreach Supervisor, when she served as president of the Association of Bookmobile and Outreach Services. Shrikhande thanked the Library for providing LinkedIn Learning to patrons; it is fantastic. Genis inquired if the name of the Board Statistics monthly document could be changed to reflect that it contains patron and usage statistics. Collins reported that one thing he is looking at is a different way to report statistics to the public and Board. The title can be changed going forward.

#### Council Liaison

Meginnis updated the Board on happenings in the City. There are five new council members that are working hard to absorb a lot of information. She urges the Trustees to reach out to them if they have not already done so. Information on the possibility of the City transferring ownership to the Annie Wittenmyer complex was shared. The City is exploring the next steps for animal control with the Humane Society. Snow piles in downtown should be cleared this week as temperatures warm up. Saturday morning budget meetings will be held in February. The overpass that will go over the railroad tracks on Concord is moving forward along with elevating the road to the Wastewater and Pollution Control Plant.

#### **New Business**

The first item of new business was to review the Strategic Plan 2022-2024. Collins reminded Trustees that this is the framework for the Library and this version was built by Wastyn & Associates in 2021 with input from staff, patrons, community partners and Trustees. It is reviewed and updated quarterly and presented annually to the Board. He proceeded to go through the goals and objectives of the plan noting significant progress has been made the past two years on the objectives. Discussion points included a question addressed to the Trustees in regards to objective 1.2, number 4 "Create Library Ambassadors program". Collins asked for thoughts from Trustees on what the intent of that program is; what does it mean, and should it stay on the plan? Shrikhande shared some thoughts on what it means to her and how it could be a volunteer position. Roba felt the action needs to be defined, formalized and accountability put to it for it to move forward if it is members of the Trustee group being the ambassadors. Collins noted part of the struggle is that the objective it is under, "expand what current patrons know about library services" and it could be community members that are not currently patrons. This will be tabled or explored further. Collins and Reiling are working on developing elevator speeches, or something more robust such as an advocacy tool kit.

The second item of new business is to extend the current strategic plan to end June 30, 2025. Collins shared that this is to align with the fiscal year and allows incoming Trustees in July to participate in the creation of the new plan once they are acclimated to being on the Board. Moving beyond the current plan, it is recommended to change the cycle to cover fiscal years rather than calendar years. Genis motioned to approve extending the plan's end date from December 31, 2024 to June 30, 2025. Shrikhande seconded. Lance, Hustedde, Roba, Genis, Shrikhande and Heinrichs all approved.



### **Adjourn**

Before adjournment, Shrikhande wanted to say hello to Hustedde and welcome him to the Board, as did Roba. Roba also thanked Heinrichs for stepping up at a moment's notice to run the meeting. Genis motioned to adjourn at 12:50 p.m. with a second by Shrikhande and there were no objections.