

Board President Steve Imming called the monthly meeting of the Davenport Public Library Board of Trustees to order at 12:02 p.m. on Tuesday, May 15, 2018 at the Library Director's Office of the Main Library.

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

Guest: Laura Genis, FRIENDS' President.

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

Engelmann motioned to approve the consent agenda. Shrikhande seconded the motion and all approved.

**Public with Comment:** None.

**FRIENDS Report:** Genis reported that one co-chair of the capital campaign has been appointed. Megan Stopulos has been active in early literacy efforts and United Way. There is still a search on for the second co-chair. If you know of a possible candidate that has name recognition in the community, please contact Genis. Two other members of the committee are Tracy Schwind and Don Doucette. The FRIENDS have engaged Library Strategies to assist with the capital campaign. She thanked all that attended the annual meeting in April. Groskopf noted that Birdies for Charity forms are available on the table if you misplaced yours or want to fill out today and save a stamp.

**Finance Committee:** Engelmann noted that the overall budget spending appears to be on track for the year.

**Personnel Committee:** No report.

**Director's Report:** Banners were scheduled to be installed today but contractor ran into rebar where they were not expecting it. They will check with Legat before proceeding. Summer outreach began Saturday with the first Farmer's Market visit. The plan is to attend monthly and also visit the River Music Experience's Friday Live@Five series once per month. LPs & Libations is this Friday so get your ticket if you haven't already.

**New Business:** Imming would like the board to think about the best way to nominate officers for election as assignments will be updated in July. Please share your thoughts on advantages and disadvantages on procedures in this process.

**Old Business:** Groskopf noted the changes in the Library Materials Selection Policy from the version presented at the April meeting. Lance motioned to approve with a second by Engelmann. All approved. The Privacy Policy with changes in red from the April meeting reflect the strengthening of language to remind staff that any information or reference requests are confidential. Engelmann motioned to approve the revised policy. Shrikhande seconded and all approved. Groskopf provided some information on the Main 50<sup>th</sup> updates project. Marc Rohde from Legat Architects will be on site this week to look at some items that may be part of the project. Particular items are the second floor restrooms and if those can be made ADA compliant, moving the sorter to Creative Arts Academy space that will be vacated after June 30, one of the former classrooms modified into study rooms, making partitions to children's area taller than originally drawn for some sound control, re-using sorter room glass panels, making entry airlock longer to prevent heated or chilled air loss and examining front porch for ADA compliance. The city is looking at the handicapped spots on the street for accessibility by those in wheelchairs. Legat will come back with new conceptual plans to present to a joint board meeting. The CAA plans to move to their new place as soon as school is out. Engelmann commented it was a good and fruitful partnership with the school district and city.

**Closed Session:** Cooper motioned to move the Davenport Public Library Board of Trustees meeting to closed session in order to evaluate the professional competency of an individual whose appointment, hiring, performance, or discharge is being considered and is necessary to prevent needless or irreparable injury to that individual's reputation and that individual has requested a closed session. Engelmann seconded and roll call of present members voted all in the affirmative: Engelmann, Casillas, Cooper, Lance, A. Motto, Shrikhande and Imming. Board in closed session at 12:36 p.m.

Meeting resumed to open session at 1:20 p.m. Casillas motioned to approve the board uphold Management's decision on length of suspension. A. Motto seconded and all approved.

With no further business, Engelmann motioned to adjourn at 1:21 p.m. Cooper seconded and all approved.

Respectfully submitted,

Kasey Shipley, recorder