

President Steve Imming called the monthly meeting of the Davenport Public Library Board of Trustees to order at 12:01 p.m. on Tuesday, September 18, 2018 in the Brooke Room of the Fairmount Branch Library.

Present: Matt Cassillas (12:08), Craig Cooper, Tom Engelmann (12:10), Steve Imming, Judie Lance, Amanda Motto, Sylvia Roba (12:08) and Malavika Shrikhande. Absent: Naghme Motto.

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

Cooper motioned to approve the consent agenda with a second by Shrikhande. All approved.

**Public with comment:** None

**FRIENDS Report:** Groskopf reported the FRIENDS board would like her to present statistics and the business plan at a future meeting. New committee assignments are being made with intention of bringing new energy to their board and mission. A proposal for naming opportunities is being framed and will come to the Trustees for approval. The next step is to get the two co-chairs of the capital campaign committee together to review potential committee members.

**Finance Committee:** No report.

**Personnel Committee:** Roba said the group will be scheduling a meeting to be held in the next week.

**Director's Report:** Groskopf noted the City of Davenport's budget kick-off for FY2020 was earlier today. The separation incentive package was approved by council and the offer went out to employees today. Full-time employees with seven or more years of service are eligible. This is not early retirement. The worst case scenario was presented with the assumption that monies owed to the city through speed camera fees will not be recouped through the garnishment of the offender's income tax refunds, and that the state doesn't backfill the loss of commercial property tax which would create a \$1.2 million gap. Feel free to contact your state legislator to encourage them to incrementally decrease the amount of backfill. There is no plan yet on how to make-up the shortfall; more will be known in mid-November. Amanda Augsburg, Community Engagement & Learning Supervisor, has resigned. Her last day is September 20. Michael Priest, Assistant Director, is also leaving. His last day is October 5. He reports he has accepted a job as director of a small library system in Idaho where his wife found a job in her field. Groskopf noted that administration will be looking at the organizational chart with these two openings before filling the vacancies created. She would like to meet with the Personnel Committee in the next week to present an organizational chart with proposed changes. The cost for fabrication of the banner brackets for Main's front pillars is expected to be \$1800-\$3000. Requests for proposals for the Library Outreach Mobile are due tomorrow at 10 a.m. There is one submission so far and the recommendation from staff for purchase will come to the board at October meeting. Groskopf thanked the Trustees that were able to come to Eastern's block party this past Saturday. There were many competing local events that limited attendance to around 250, but fun was had by children and adults with the paper airplane folding and flying and other games held outside that day. Shrikhande complimented the work by staff at the event as well as the creative Facebook post of reasons to attend.

**New Business:** Shrikhande motioned to approve closing all three locations on Thursday, March 21, 2019 for the next staff in-service. Engelmann seconded. Groskopf reported that Moline Public Library will be joining Davenport staff to hear a presenter that day. All approved the closure for that date. Groskopf sought the opinions and ideas of board members regarding the change in benefits of part-time permanent staff that are not union. The City would like the library to align with other non-bargaining part-time city staff. The difference is they city offers those employees compensation for six holidays. At the library, those staff earn sick and vacation time as well as paid time off on holiday's the library is closed. The city is okay with grandfathering in current employees afforded those benefits but would like any new employees in those positions to only receive the six paid holidays. Answering a question from the board on compelling reasons to change, Groskopf reported the city shows the accrued time off as a liability on the books and it would simplify things for their Human Resources and Payroll divisions. Comments from the board were all in favor of retaining the library positions as they are currently. Input included that there is little cost savings since so few

employees are in this pool, the incentives retain good employees and promotes job satisfaction. Turnover can be more costly. Goodwill and morale are important and heavy turnover in the positions would be negative to current employees. There will be a motion to approve the decision at the October meeting.

**Old Business:** Legat Architects will be ready by the October 16<sup>th</sup> meeting for a presentation to the board for updates to Main plans. Two hours will be needed for the meeting. From those present, the preference is to meet at noon for regular meeting and go into the Legat meeting at 12:45 or 1, staying until 3 p.m. The Legat portion can include any capital campaign committee members and FRIENDS Board members and a sandwich tray will be provided for lunch. Groskopf will confirm with Legat. One item Legat is working on is logistics to move the sorter with help from Tech Logic.

**Other:** Shrikhande shared an update on information from Riverbend Foodbank and their food backpack packing dates available in the coming months. October 6, November 3 and December 1 with times that include 8-10 a.m., 10:30-12:30 p.m. and 1-3 p.m. They prefer groups register together and she would be glad to coordinate that, and could also include FRIENDS. Let her know if you have any questions. Regarding the "Adopt a Highway" program from the August meeting, she has had no response from IDOT on her questions. A suggestion was made by Roba to make it a city clean-up and she had spoken to Alderman Rawson about something similar some time ago. Groskopf suggested clean-up around the libraries. Engelmann believes alderman would like the plan. Imming reminded the Trustees of other webinars available to watch through the State Library. One held on August 28, Advocacy in Action, was recorded and can be viewed online. Others upcoming are Tech Savvy Trustees on September 25 and 7 Habits of Effective Trustees on October 30. He felt the session viewed as a group in January brought camaraderie as snacks and drinks were enjoyed while watching. Shrikhande thanked for Imming for reviving the Trustees group within the Iowa Library Association. He reported six Library Trustees in Iowa have signed up for the ILA conference so far.

With no further business a motion to adjourn was made by Engelmann at 12:55 p.m. Motto seconded and all approved.

Respectfully submitted,  
Kasey Shipley, recorder