

DAVENPORT PUBLIC LIBRARY BOARD OF TRUSTEES  
MINUTES OF THE FEBRUARY 21, 2023 MEETING

President Steve Imming called the monthly meeting of the Davenport Public Library Board of Trustees to order at 12:02 p.m. on Tuesday, February 21, 2023. The meeting was held in Meeting Room C of the Main Library.

A roll call showed Trustees present either in-person or via Go To Meeting included Malavika Shrikhande, Amanda Motto, Laura Genis, Judie Lance and Steve Imming. Tom Engelmann arrived at 12:06 p.m. Absent: Craig Cooper, Joe Heinrichs and Sylvia Roba. Others present: Jeff Collins, Library Director; Lexie Reiling, Assistant Director; Jennifer Williams, HR Operations Manager; Tracy Moore, Development Officer; Kasey Shipley, recorder; Marion Meginnis, City Council Liaison.

Shrikhande motioned to approve the consent agenda with a second by Lance. Shrikhande, Motto, Genis, Lance and Imming all approved.

**Public with Comment:** None.

**FRIENDS Report:** Collins reported that the FRIENDS of the Davenport Public Library's Executive Board met last week and they agreed to expand funding to subsidize the Borrow by Mail program that had been a pilot project. The program has sent items to over 80 patrons in the last 15 months. Going forward, they will support the program at the rate of \$2,500 per year for four years. The Library does not have a dedicated homebound service so this fills a need and breaks down barriers for those that need it. The FRIENDS also voted to support the StoryWalk creation and installation at three Davenport parks. They will split the cost evenly with the Parks & Recreation Department with both contributing \$9,000. Basically, Collins reported, a StoryWalk is a picture book which is deconstructed and pages put in holders along a path for children and families to read as they walk along a path in nature. Those should be in place by fall. New York Times bestselling author, Nic Stone, will be in town on March 3. She writes young adult novels. The FRIENDS split the cost of the visit with Rock Island Public Library and she'll be speaking at Rock Island High School in the morning and at West High School in the afternoon. This is geared towards teens and will not be a public event.

**Finance:** Engelmann noted the budget recap shows expenses for the first 58% of fiscal year 2023. The total levy spent is at 57% and the total City appropriation is at 58%, so it is right where it should be. Levy balance is \$1.8 million. He shared a brief comment regarding the state legislature playing with the tax dollars of residents.

**Personnel:** Motto had nothing to report.

**Advocacy:** Shrikhande reported she will be attending the Diversity, Equity & Inclusion (DEI) committee meeting at the Library on February 22. She thanked Bill Fuhr, librarian, for his assistance in arranging her cooking program held in January. There were 16 attendees and she enjoyed herself thoroughly.

**Director's Report:** Collins thanked everyone for the kind letters and notes he received marking his one-year anniversary at the Davenport Public Library. Just a reminder that the next Trustee meeting will be at Fairmount in March. He pointed out the great response to the formal wear giveaway at Fairmount last month. Over 130 people came by to select from donated items. Shrikhande noted her daughter took the opportunity to donate some items she had in her closet after seeing it on social media. In February, there are many programs and events for Black History Month. Engelmann would like to see some of the statistics that Collins shared from the larger Iowa libraries discussed at future meetings. He noted that it is hard to pick out in the spreadsheet so emphasizing what Collins would like to expand on would be helpful. Reiling noted she left some publicity items

created by the Outreach Department on the table by the door and encouraged the Trustees to look the over as they leave the meeting.

**Council Liaison:** Meginnis wanted to share an update on budgeting for the upcoming fiscal year. Trustees may have already heard or read this, but the State miscalculated the roll back rate on residential property taxes. The 2% error doesn't sound like much, but it is a significant impact. Elected officials voted to not pass along the error to homeowners but to the municipalities instead. The City's budgeting process begins in August and is an arduous task. The impact on Davenport's budget is approximately \$1.7 million. The good news is that Davenport has been budgeting conservatively and will be able to cover that gap this year. There are future concerns on other changes being proposed in Des Moines. One is having the commercial property rollback from 90% to 80%. This doesn't only impact the City, but the school districts and counties as well. Traffic camera legislation changes are being sought as well. The City of Davenport places cameras conservatively and those revenues fund 7 police officers. It is not good news, and it is not over. Her recap was we should be okay for next year, but going forward is an unknown. There was some discussion on the backfill the State has been providing for revenue the cities lose due to the commercial property tax rollback that is expected to be provided for a few more years, until FY2028. The City of Davenport budgets every year as if that backfill is not provided and uses the budget surplus for end-of-year projects, such as the ballistics assessment/system for police as one example. There has been good news with the City being awarded the Destination Iowa grant. The ruling on the Canadian Pacific merger has not been made, so that is an unknown. The City has submitted a RAISE grant in the amount of \$18 million application for flood planning, but it will be months before that result is known. Shrikhande encouraged Trustees to attend Davenport U and Meginnis noted the deadline to apply is February 24. Genis said she appreciates the discussion with Meginnis and it has provided her with valuable information.

**New Business:** The first item of new business was to discuss the Discrimination and Harassment Policy. It applies to staff and patrons. Collins noted it was originally created in 1991. The changes proposed come from administration and the leadership team. The DEI committee will review at their meeting tomorrow. Changes include tweaking the title which Collins recommends the change to Discrimination and Harassment Policy rather than Non-Discrimination and Harassment, defining what discrimination is, expanding the Equal Employment Opportunity section due to changes in federal law clarifying protected classes, including that standard operating procedure includes reasonable accommodations to applicants, replacement of "he/she" with "they/them" pronouns to be more inclusive, removal of unnecessary job titles in the sentence regarding Library Administration, and minor tweaks to language throughout. Shrikhande agrees with the title change Collins' recommended. She asked about removing "through its Board of Trustees" in the first sentence. Collins said it is to keep it in line with the way the others policies are written. The policy will come to the Trustees in March for approval with possible changes from the DEI committee. The second item of new business was to discuss the Library Administrative Policy 2.6 Public Relations. Collins noted the current policy does not allow Library staff to respond to an unscheduled media interview request at a program or event without approval from administration. This policy would allow for that as long as the staff member has had media training and will fix this loophole. The third item of new business was to approve Library Administrative Policy 1.2 Hours of Work and Scheduling. Engelmann motioned to approve. Imming noted this is the first time this is coming to the Board and it only changes a month from May to March when the selected lunch period goes into effect. Engelmann inquired if it is in sync with AFSCME contract, and Collins replied it was. Motto, Genis, Lance, Engelmann, Shrikhande and Imming all voted to approve the change.

**President's Comments:** Imming noted that next Tuesday, February 28, there is a Board webinar series from the State Library of Iowa that will be held 6-7:30 p.m. The topic is Policies. Imming reserved Meeting Room C for the viewing if you care to join him. He'll bring soft drinks and snacks. He also noted that the State Library has a YouTube channel to view past trainings. He shared that there was an article in the editorial page of today's

Quad City Times authored by Sam Helmick, the new Iowa Library Association president, regarding the proposed change of which department governs the State Library. She lays out some good points on why it is a negative change. You have likely received emails from the Iowa Library Association on contacting your representatives regarding library issues. He noted he will be acting on an item of the Library's strategic plan regarding Trustees involving their own personal networks in promoting Library awareness and marketing of services and programs. Shrikhande noted the Library is working with the Figge on promoting the women's sporting fashion exhibit. She also noted that the Canadian Broadcasting System has a program called "Shelved" which is like "The Office" but in a library setting. She'll share a link to more info.

Engelmann motioned to adjourn at 12:49 p.m. with a second by Shrikhande. All approved.

Respectfully submitted,  
Kasey Shipley, recorder