

DAVENPORT PUBLIC LIBRARY BOARD OF TRUSTEES
MINUTES OF THE MAY 16, 2023 MEETING

President Steve Imming called the Davenport Public Library Board of Trustees monthly meeting to order at 12:04 p.m. on Tuesday, May 16, 2023. The meeting was held in Meeting Room C of the Main Library.

The roll call of Trustees showed Malavika Shrikhande, Sylvia Roba, Judie Lance, Joe Heinrichs, Tom Engelmann, Craig Cooper, Steve Imming and Laura Genis present. Amanda Motto was absent. Genis exited at 12:49 and Roba attended virtually, exiting the meeting on a few occasions due to technical difficulties. Others present: Jeff Collins, Library Director (arrived at 12:08); Lexie Reiling, Assistant Library Director; Tracy Moore, Development Officer; Kasey Shipley, recorder; Heidi Lubben, President of the FRIENDS of the Davenport Public Library.

Shrikhande motioned to approve the consent agenda with a second by Engelmann. Shrikhande, Roba, Genis, Lance, Heinrichs, Engelmann, Cooper and Imming all approved.

Public with Comment: Hearing and seeing no one, Imming moved to the next agenda item.

FRIENDS Report: Lubben reported that representatives from the FRIENDS Board will be meeting with bookstore volunteer coordinators to see how they can help in recruiting new volunteers or any other assistance they can provide. They have a committee working on a Request for Proposals for their investment portfolio management. They also approved paying for all of the Development Officer's salary, up from five hours per week. Cooper had a question on training needed for working at the bookstore and Lubben doesn't believe it is much more than help in sorting books and no computer skills needed. Engelmann asked about donating to the Enhanced Youth Spaces project over time. Moore stated they didn't advertise that as an option with this project since it was a short timeline, but it can be done if he'd like to do it that way.

Finance: Engelmann noted that the budget recap document shows expenses through 83% of the fiscal year and those seem to be in line. He shared that the Finance Committee met to discuss the legislation passed by the Iowa House and Senate and how it impacts property taxes collected to support the library. There is still information to be gathered on how it will impact the budget for FY25 and he hopes to speak with Alderwoman Meginnis on what it means to the Library Levy fund. Imming added the vote passed nearly unanimously with only one legislator voting against it. With property assessments up as much as 25%, elected officials believe this will help their constituents. The Library Levy Davenport residents approved in 2003, 27 cents per \$1000 assessed value, will be rolled into the City's general fund and lose the restriction for the Library. There is a minimum Library tax that remains but it is far less at 6 ¾ cents per \$1000 assessed value. Collins stated the discussion is on the agenda under New Business so it will be continued at that point of the meeting.

Personnel: Nothing to report per Cooper.

Advocacy: Shrikhande thanked Reiling and Collins for allowing the Figge to partner with the Library at the Farmer's Market booth. She attended a QC Made program at WVIK and said it was fabulous; she learned so much. She let the FRIENDS know that the QC Community Foundation has a giving catalog and to contact Melanie Jones if interested. There is a community cleanup at the area near Fairmount Library on Saturday, June 17. She plans to attend the Art of the Apron program which Reiling shared a

flyer for with the meeting handouts. Genis asked about the cost to the Library for the Farmer's Market and Reiling stated that there is not a fee for the table.

Director's Report: Collins acknowledged and thanked Lubben for assuming the role of President of the FRIENDS and for their Board fully funding the Development Officer position. That will be beneficial for the Library to use those funds to backfill support lost from Eastern Iowa Community College funding. Thanks to the Trustees that were able to come to the proclamation for National Library Week at a City Council meeting last month. The Library's program for 1000 Books Before Kindergarten is now a part of the Genesis Visiting Nurses home visits to new parents. Izzy Noble and Emily Simpao spearheaded the effort to get the partnership in place. Genis noted the Visiting Nurses came to her home after the birth of her daughter a few months ago and had the 1000 Books literature and a book to share at that time. GLOE (Grade Level Outreach Experience) trips have been going well with Youth Services and Outreach staff going to first-graders at the schools with story times, sharing the history of their school, and other fun things to encourage them to come to the Library. QC Beats just finished a round of awards and that is a partnership with other organizations. The Health & Wellness Fair held at Fairmount was a great success. Asian American and Pacific Islander Heritage month and Jewish American Heritage month are being celebrated in May with reading challenges through Beanstack. The Iowa Library Association (ILA) leadership symposium was held and Collins commended Brittany Peacock, Community Outreach and Marketing supervisor, for the great way she represented the Library and as President of the Association of Bookmobile and Outreach Services (ABOS). The Main Library hosted DavenportU Citizens Academy on May 8. Upcoming programs highlighted were the Summer Reading Program kickoff on Saturday, June 3 at Fairmount from 10-noon. Pride month storytelling night is June 14 and is for adults. Civil Rights Commission is doing a program June 15 at Fairmount. June 17 is a very busy outreach program day with Juneteenth at the Lincoln Center, Fejervary Family Fun Day and the QC Unity Pride Parade. Collins shared an update on the Fairmount Community Center that wasn't in the report since information came after the packet went out. A pre-construction meeting was held on Friday with City staff, architects and contractors working with Precision Builders. The start date will be around July 1 with temporary fencing going up at that time. They will use a dedicated entrance off of Fairmount and not the Library lot to minimize damage to it or impede access by patrons. They will be working 7 a.m.-3:30 p.m. The rock with the generic library logo on it will be moving to create a retention pond. The building will house a half-court gym, outdoor movie screen on a side of the building with pickleball courts and a playground on the grounds. It will add to the campus feel with the Library and Community College buildings already in place. They expect to finish in January. Shrikhande pointed out that the City doesn't have useable tennis courts left in Davenport; they've all been converted to pickleball. Imming commented on the DavenportU program and noted that all staff involved did a great job and he heard a lot of attendees say, "I didn't know the Library did/had that".

Council Liaison: No report.

Old Business: Engelmann motioned to approve the Circulation Policy with a second by Genis. Cooper caught a typo and Engelmann and Genis were both good with making that change and having their motion and second stand. Genis, Lance, Heinrichs, Engelmann, Cooper, Imming and Shrikhande all voted to approve. Roba's connection was not working.

New Business: The first item of new business was to approve the selected artist for the interactive art installation as part of the Enhanced Youth Spaces Project. Engelmann motioned to approve and Shrikhande seconded. Collins shared some background and context on the project that will include installations in the children's spaces at all three libraries. Last fall, the Board approved designating funds

the Library received from the Rochelle Murray bequest to the project. In March 2023, the Library entered into an agreement with Burgeon Group for up to \$5,000 in consulting and preliminary design expenses. Fundraising for the \$1.08 million project is at 72% with a couple of high-dollar grant requests pending. The public phase of the fundraising campaign is expected to wrap up in June. This brings us to the point where the Board will need to execute an agreement for the design and build services. Per policy, expenditures over \$50,000 need Library Board approval. City Finance and Legal deem art installations as not governed by the City's Purchasing Policy or subject to the bidding process. Collins recommends working with the Burgeon Group as they specialize in creating interactive learning spaces exclusively for public libraries with design elements focusing on young children. Every Child Ready to Read (ECRR) was developed by the Public Library Association and Association for Library Service to Children and is the concept Burgeon uses to design their installations. Core concepts include reading begins at birth and parents are the child's first and best teacher with the public library being a child's first classroom. Burgeon does not sell their interactives to places such as pediatrician offices, preschools or children's museums and there are no complete Burgeon installations in the state of Iowa. There are a handful of libraries that have some of their elements, but Davenport would be the first in Iowa with a complete installation. The Library's amount would not exceed \$304,000 with the use of bequest funds or grants awarded directly to the Library. There are other expenses outside of Burgeon Group that would include paint, electrical, seating or shelving as needed. If we act soon, two of the three Davenport Libraries may be done at the end of the year. Eastern will be first since it has had the least amount of work done recently. Main had renovations two years ago and Fairmount had \$75,000 in new furnishings last year and was mostly spent in the children's area. Fairmount would be the next location with Main expected to be done in 2024. Lance had a question to ask if all were exactly the same and Collins stated each will be nature-inspired with Main's being riparian themed since close to the river, Fairmount's inspired by the wetlands and Eastern would have a prairie theme. The small interactives could be swapped out for repair or refurbishment or rotated to other locations. Roba, Genis, Lance, Heinrichs, Engelmann, Cooper, Shrikhande and Imming all voted to approve. The second item of new business was to discuss the Special Library Levy and House File 718 that recently passed the Iowa Legislature and signed by the Governor. Discussion was begun during the Finance Committee update and continued at this time. Imming stated that a total of 16 levies were removed from Iowa Code and one was the Library Levy which was approved by voters in Davenport in 2003. The legislation passed allows the amount of the levy to be added to the city's general fund levy, now called the Adjusted City General Fund Levy (ACGFL). There are then adjustments made to the property tax levy using FY24 as a baseline for the FY25 valuation. The growth percentage of assessed valuation determines the amount of the allowable growth of the ACGFL which would be 3% at the most for more than a 6% growth in valuations, and 2% for growth of 3-6% in valuations. This formula sunsets in FY28 or FY29, but the elimination of the levies from Code of Iowa are permanent. The minimum library levy which stays in place generated \$336,000 in FY23. The Special Library Levy that was eliminated generated \$1.3 million in FY23. Imming cautioned that there are still a lot of moving parts and he'll keep checking back on more information from the ILA Lobbyists and Iowa League of Cities. Collins will be monitoring with the Finance Committee and see how it plays out when budget planning for FY25 begins in the fall.

President's Comments: Imming shared a story from Trustee Amanda Motto since she couldn't be present. Her first-grader came home from Eisenhower School recently very excited to share news of a reading challenge after Library staff had been at the school for the GLOE trip to his school. He was beside himself with excitement to participate as there was, "a Staycation at a hotel on the line!" and he was going to do all he could to win it. He asked his mother about ten times when they were going to Library next. She was appreciative of the staff for getting him excited to visit the Library to read.

Board Training: Lexie Reiling presented Board Training to the Trustees on the topic of Summer Reading and the Reading Challenge Team from 12:52-1:02 p.m. The Reading Challenge Team is made up of eight staff from five different Library departments and led by Youth Services Supervisor, Emily Simpao. The team was established earlier this year and they are working on training for the Beanstack software, selecting badges for the Summer Reading Program (SRP), brainstorming new ways to promote the challenges and planning a fun reading challenge for staff. The Summer Reading Program has challenges for babies/toddlers, kids, teens and adults with prizes for every age group. Preventing summer slide is a big part of why the Library has done a Summer Reading Program. The opportunities to earn chances at prizes are not all related to reading. Going to Library programs, trying different databases and other services we have, and even “look at the clouds and see what shapes you can find”. Reinforcing imaginative play as an important part of early literacy and learning. The use of the Beanstack app to track reading is encouraged, but we do have paper logs for Summer Reading. Last year the time was extended to include August. It was successful in increasing the participation rate since kids could sign up before leaving school and if they couldn’t get to the Library over the summer they could still submit their log when coming back to school in August. The kickoff for SRP is June 3 at Fairmount with a Touch-a-Truck event. Find Your Voice is the SRP theme. There are many other reading challenges throughout the year. Winter Reading Program (WRP) runs the month of January and is all ages with one Bingo card of activities. The Library won a prize from Beanstack this year for the WRP participation based on population. There are some Beanstack-exclusive challenges that can be done only in the app and don’t have paper logs. They encourage patrons to read diverse materials that celebrate months for Black History, Hispanic Heritage, Native American Heritage and many others. Prizes are usually book bundles that relate to the topic and there has been good participation. The last slide of her presentation included 1000 Books Before Kindergarten. A photo of the billboard on Harrison Street heading downtown was shared. The program is a self-paced reading journey from birth to entering kindergarten. Early literacy builds language skills and kids receive incentives as they get to 100, 250, 500, 750 and 1,000 books read. To date, there are 1,322 kids signed up with a total of 200,000 books read. Shrikhande thanked Reiling for the presentation saying it brought back memories of her child participating in the Summer Reading Program. Collins noted that with the time of the SRP extended one month, it makes it more accessible. There is an extra month of SRP work by staff and he wants to say what a great job staff does to support the community.

With no further business, Engelmann motioned to adjourn at 1:04 p.m. Shrikhande seconded and all signified by saying aye to close the meeting.

Respectfully submitted,
Kasey Shipley, recorder