



LIBRARY BOARD OF TRUSTEES  
MINUTES  
May 21, 2024

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

The Davenport Public Library Board of Trustees monthly meeting was called to order at 12:01 p.m. by Steve Imming on Tuesday, May 21, 2024. The meeting was held in Meeting Room C of the Main Library. Board members present at roll call: Malavika Shrikhande, Sylvia Roba, Amanda Motto, Judie Lance, Joe Heinrichs, Michael Hustedde, and Steve Imming. Laura Genis arrived at 12:07 and Tom Engelmann arrived at 12:19. Genis exited the meeting at 1:20 p.m. and Shrikhande at 1:25 p.m. Staff present: Jeff Collins, Library Director; Jennifer Williams, HR Operations Manager; Tracy Moore, Development Officer; Kasey Shipley, Office and Facilities Manager & Recorder. Guests: Hilary Tanner, President of the FRIENDS of the Davenport Public Library; Marion Meginnis, City Council Liaison; Kelley Shook, Risk Management Supervisor, City of Davenport; Brad Utter, President of Global Security Services.

### **Consent Agenda**

Imming asked for a motion to change the order of agenda items, switching New and Old Business, as Old Business discussion may run long. Shrikhande motioned to approve the consent agenda with exception of the agenda, seconded by Roba. Shrikhande, Roba, Motto, Lance, Heinrichs, Hustedde and Imming all approved. Approval of the agenda, with change to order, was motioned by Heinrichs and seconded by Shrikhande. Roba, Motto, Lance, Heinrichs, Hustedde, Imming and Shrikhande all approved.

### **Public with Comment**

No one present.

### **Reports and Communications**

#### **FRIENDS Report**

Tanner said they are in a rebuilding phase with seeking new members to their Board, rethinking the committees they have and looking at fundraising within the community.

#### **Finance**

Heinrichs reported that nothing stands out and expenses seem to be in line for the time frame.

#### **Personnel**

Motto had no report but noted there will be discussion later in the meeting related to personnel.

#### **Advocacy**

Shrikhande is serving on the Committee for Non-Profit Excellence through the Quad Cities Community Foundation. She shared with others on the committee that they may hold meetings at The Library. She shared information on The Library having the first social worker in the state of Iowa as a staff member



on the I Love Libraries forum, a division of American Library Association. She thanked Collins for the QC Made program. She recently attended the one at John Deere. Compliments were shared by Shrikhande on recent social media posts like the Met Gala, Tortured Poets Society and Bridgerton. Collins noted that Tessa Wallace, the Library's Marketing Coordinator, and the Social Media Team are responsible for the success of those posts.

#### Director's Report

From his written report, Collins selected some topics to amplify. The three new Trustees expect to be appointed by the Mayor and approved by Council on June 12 at 5:30 p.m. Their terms begin July 1. Thanks to Imming and Shrikhande for attending the annual Staff Development Day in April. An online store for staff to purchase Library-branded clothing was created and shared with Trustees if they are also interested in purchasing items. The Library is experiencing a service interruption in interlibrary loan service. The Mobius consortium is changing integrated library service providers so requesting items from that group has been down since April 18 as they migrate. Davenport staff is exploring a temporary solution to restart those loans by working directly with some of the libraries in Mobius to request items Davenport patrons want and cannot get through RiverShare, the local consortium. The automated system may be back up in June. The Library is partnering with Stride Autism Center with a deposit collection and utilizing the 1000 Books Before Kindergarten program. Four part-time summer staff members that will assist with outreach in the community, primarily at park stops, and funded by Community Development Block Grants (CDBG) begin soon. Staff signed up some new card members at the CASI Senior Fair recently and will be at the Freight House Farmers' Market the second Saturday of the month during the summer. The American Red Cross partnered with The Library to host a blood drive at Eastern. With the blood units given, those could save up to 45 lives. Kathryn Whalen, Special Collections Supervisor, recently attended the Midwest Archives Conference where she co-presented a session with a member of St. Ambrose University staff. DavenportU Citizen's Academy was at the Main Library last week. Participants received a tour of the OWL, Main Library and the Makerspace. Reiling is unable to be at today's meeting as she is presenting an update to the Scott County Regional Authority (SCRA) at Eastern. SCRA provided funding for the Enhanced Youth Spaces project. The StoryWalk ribbon cutting is Thursday, May 23 at Lafayette Park. Summer Reading Program kicks off on June 1 with Bubblepalooza at Eastern. Local author X. H. Collins is presenting a book talk for Asian American Pacific Islander month. A Kids' Advisory Board for children 7-10 is beginning soon and the QC History Hop is in June. Collins handed some marketing materials around the table.

#### Council Liaison

Meginnis reported that the company seeking property for a server farm in Davenport is Meta. A decision should be known in the fall for this project that will cost \$800 million, be on a 300-acre tract and employ around 50. Tax incentives are being requested from the City and the application has been approved by the Iowa Economic Development Authority so decision is in Meta's court. The search for the City Administrator is underway with the firm selected to do the recruiting. The same firm is also seeking Corporation Counsel at the same time. Parties in the Park will be at Whalen Park on June 13



and Lindsay Park on June 26. There is a ribbon-cutting on June 19, 3 p.m. at MLK Interpretive Center. The Council will be surveying the public on how to spend the interest earned on \$46 million in American Rescue Plan Act (ARPA) funding the City received. The \$2.4 million earned is not under any restriction of use, unlike the original award. Shrikhande shared she saw on a 60 Minutes episode on server farms and they generate tremendous noise and a city was sued. Genis mentioned they use a large amount of electricity and Meginnis noted that MidAmerican is aware of the needs of the project. Imming added that DavenportU is a great opportunity and sign up if you have the chance. It is a behind the scenes look of the City's operations. Shrikhande seconded his thoughts.

### **New Business**

Collins noted there are two memos in the Board's packet related to this item. One from May 16, the other from May 20 after more information was gained from a meeting the week before. He shared the background info from the memos regarding the change in security contractors in early 2023 and the change earlier this year when the guard began carrying a firearm after becoming certified to do so. City Risk and City Legal shared information and legal opinions with Collins. Due to these concerns, Collins chose to prohibit the gun being carried immediately and placed it on the agenda for the Board to decide how they want to rule on this since it is their decision to make in policy. The security officer requested a transfer from the assignment from Global and it was granted. The Main Library has been without a security officer since May 13. There has been concern from Global in hiring someone that would be willing to work unarmed. If Global is unable to fulfill terms of the contract, we will likely go out to bid for a new contractor. Collins' recommendation is to not have the security officer carrying a gun but Library Administration will fully support whatever choice the Board makes. Security is expected to monitor and enforce the behavior policy by sharing concerns or contacting the authorities. There is no expectation to put hands on patrons or be physical. Collins recommends having a motion that extends the administrative policy which prohibits employees from carrying a firearm to security contractors. Utter shared that of 100 employees, only around 8 are unarmed. He shared more about their employees, other places they work and qualifications to be certified to carry a firearm. There was a robust and passionate discussion on the topic from Utter, Trustees and guests. Genis motioned to extend the administrative policy that prohibits Library employees from carrying firearms to include security contractors. Shrikhande seconded. Motto, Genis, Lance, Hustedde, Shrikhande, Roba, Engelmann, and Imming voted to approve; Heinrichs voted no. The motion carried.

### **Old Business**

Imming noted there are two pieces regarding the Director's Evaluation to discuss. One is the process of the evaluation and the other is if it is held in open or closed session. Discussion was held and Collins shared information he gathered from other Iowa Urban Public Library Directors on how their evaluations were performed. Most were held in closed session or done by a committee of Trustees, Imming stated. City Legal confirmed the process the Board currently uses meets the requirements for a closed meeting. The Director requests a closed session as it is not known what could be said in an open meeting that is recorded and could cause harm to one's reputation. With some discussion, it seemed



most were of the mind to continue performing the Director's Evaluations as they have been, in closed session following rules set forth in state code. Next month there will be an evaluation of Collins so Trustees were encouraged to watch for an email survey from Motto's committee and return the survey as soon as possible. As far as the annual timing for the Director's evaluation, the City recommends doing it in November due to the merit increase and budget timelines. Roba took a moment to thank her Trustee colleagues on the Board for all their work and generous spirits, as well as thanking the staff present for their work at the Library. She enjoyed being part of the operation of The Library during her two terms on the Board.

#### **President's Comments**

Imming had nothing more to share other than a reminder to fill out the survey when Motto sends it.

#### **Board Training**

The scheduled training was canceled due to time.

#### **Adjourn**

Engelmann motioned to adjourn at 1:42 p.m. with a second by Roba. All approved.