

Bettendorf Public Library
 Information Center
 Board of Trustees Meeting
 Thursday, April 11, 2019
 4:30 P.M.
 Malmros Room - Second Floor



Agenda item	Responsibility	Action	Result
1. Roll Call	Covella		Meeting called to order at 4:33 p.m. Present: Pratt, Rabine, Brandtner, Herzberg, Lindquist (arrived at 4:36) Absent: Lewis, Wagle
2. Consent Agenda <input type="checkbox"/> Approve Meeting Agenda: April 2019 <input type="checkbox"/> Approve Meeting Minutes: March 2018 <input type="checkbox"/> Approve Payment of Library Invoices: April 2019	Pratt	Approve	Motion by Herzberg, second by Rabine, to approve the Consent Agenda as presented. VOTE Ayes: Pratt, Rabine, Brandtner, Herzberg, Lindquist Nays: None Motion carried
3. Public Forum (limit of 3 minutes per person)	Pratt		No respondents.
4. Correspondence	Mannix	Circulate Correspondence	Odell circulated library comment cards and correspondence. No additional action was required.
5. Director's Report/Division Highlights			Odell added to Mannix's report that G-Mac plans to replace the entrance doors on April 24-26. The library will use the back entrance on those days and is planning that process.

<ul style="list-style-type: none"> • Rivershare Fine Proposal 	Mannix	Update in Written Report	<p>Odell reported that fine free status on juvenile materials started on Saturday and is in effect. Juvenile materials returned from now on will have no fines incurred. Odell asked Gibbs if patrons have made any comments. Gibbs noted that there has been some positive feedback and no negative feedback at this time.</p>
<ul style="list-style-type: none"> • Kelinson Project 	Mannix	Update in Written Report	<p>Odell reported that they are still waiting on final numbers for the Kelinson project.</p>
<ul style="list-style-type: none"> • YTD Budget Review 	Mannix	Written Report (Packet)	<p>Odell noted that the budget is right on course and that there are a couple of notes in the written report.</p>
<ul style="list-style-type: none"> • Division Highlights 	Division Heads	Update	<p>Odell demonstrated some of the library's new Vox books, which are basically audiobooks with the audio built in. The book reads to kids and tells them when to turn the page. Odell initially ordered 83 books through a Foundation grant. He will also be getting about 12 books quarterly. Rabine asked for the ballpark cost. Odell said they are \$34-37 depending on the book. Brandtner asked if they are available for different age levels. Odell said they have fiction and nonfiction in the birth to five group.</p> <p>Rabine asked how many Vox books are in the library's collection. Odell said 83 were in the starter, plus the first 12 have come in, so there are 95 in the collection. The first ones will be ready to go on the shelf tomorrow.</p> <p>Pratt asked who bought the books. Odell said they were part of the RDA grant he bought the play table with. The table will be coming in the</p>

			<p>next few weeks. Ongoing standing orders for the Vox books will come from regular funding.</p> <p>Odell reported that he did Business Academy this afternoon with students from Pleasant Valley and Bettendorf. They go to different businesses to get information on each. All of the city department heads talked to them. Odell told them about the library, what the library does, and what's required of everybody.</p> <p>Lyle reported that the library has been doing an interactive trivia contest for National Library Week. They have gotten quite a few results back already. Her department is wrapping up the schedule for the summer concert series, which will be published soon. Adult Services started a new program this month, the Adult Chess Club, with Outreach Volunteer Coordinator Cody Noble. Noble felt good about the start of the program.</p> <p>Gibbs reported that the library has gone live with the Attend portion of the Communico software, which shows events people can come to at the library. That is up and available on the website. Patrons can select an age group and activity type and the program will create a brochure tailored to them. Pratt asked if Gibbs is happy with the rollout. Gibbs said yes. One portion, the Reserve portion for meeting room scheduling, has not been rolled out quite yet. They are still tweaking a few things. There will be a presentation at a future Board meeting once it's all up and running.</p>
6. Policy/Contracts			

<ul style="list-style-type: none"> • Enrich Iowa Agreement Completed 4/1/19 	Mannix	Update in Written Report	Odell noted that this information is included in the report.
<p>7. Governance Committee</p> <ul style="list-style-type: none"> • Bylaws Review – Trustee Attendance Guidelines and Meeting Time Revision 	Pratt Bylaws Committee	Report Report/Approve	<p>Pratt reported that he, Rabine, and Lindquist met to review the bylaws. The big change was to the meeting time, which is moving from 4:30 to 5:00 p.m. The committee also fixed a typo in Article 3, Section 1.</p> <p>Lindquist noted that though they changed two little things, they did sit and talk for about 40 minutes about other paths. They went through the bylaws thoroughly and ultimately concluded that they are not too bad as is. He noted that under Vacancies (Article 3, Section 3) not much is different from the discussion they've had in meetings. If you are absent from four meetings, which is 1/3, there is a remedy. One thing that kept them from changing too much was that the bylaws are in alignment with city code almost word for word, which they did not want to amend.</p> <p>Brandtner asked, regarding Section 4, what is considered Continuing Education. Lindquist explained that it's very broad, but in the accreditation it's also very broad. Pratt provided examples of educational events at the library, presentations at Board meetings, and courses through the State Library.</p> <p>VOTE Motion by Kathy Brandtner to approve bylaws with marked corrections, second by Patty Herzberg.</p>

			<p>Voice vote Motion carried</p> <p>Herzberg asked when the changes will take effect. Pratt said at the May meeting. They will meet at 5:00 p.m.</p>
8. Community City Relations	Lindquist	Report	There was no report.
9. Employee Appreciation <ul style="list-style-type: none"> National Library Workers Day (April 9, 2019) 	Wagle Odell	Report Correspondence	Odell circulated a thank you card from staff and noted that lunch/dessert was a great spread. Staff really appreciated it.
10. Library Foundation	Brandtner	Report	<p>There was no report.</p> <p>Odell noted that the grants for the Vox books and play table were from the Foundation. They are also working on some other grants.</p> <p>Herzberg asked if the Foundation is actively looking for Yeager-Walrath's replacement. Brandtner does not think so, but was out of town for the last meeting. Rabine noted that he didn't stay for the whole discussion, but the Foundation was considering different ideas of perhaps sharing someone with another organization or farming it out.</p> <p>Brandtner said she doesn't know why that person is not a library hire. She thinks the problems they have had in the past would go away. Rabine asked if that would be a conflict. Lindquist said it would be, not just for the Foundation, but for the City as well. Someone on city payroll doing the Foundation's business would have to be looked at.</p>

			Gibbs noted that the position is posted on the city website until April 19, so they are accepting applications.
11. Friends of the Library <ul style="list-style-type: none"> • Spring Book Fair 	Covella	Report	<p>Covella reported that the Friends book sale was last weekend. They were very busy. She does not have a final dollar amount yet because bids on boxed sets are still being finalized. She will report back next month with the amount raised. The leftover books have all been picked up by Better World Books. There were six pallets/240 boxes. Pratt expressed his appreciation to the Friends.</p> <p>Odell asked about the wish list. Covella reported that the wish list was approved in the amount of \$6,143.00</p>
Next Meeting – May 9, 2019 at 5:00 p.m.	Pratt	*Note new meeting time, effective May 9, 2019.	Motion by Brandtner, second by Rabine, to adjourn.
Adjourn			Meeting adjourned at 5:00 p.m.