

Bettendorf Public Library
Information Center
Board of Trustees Meeting
Thursday, December 8, 2022
5:00 P.M.
Bettendorf Room, Bettendorf Public Library



Agenda Item	Responsibility	Action	Result
1. Roll Call	Covella		<p>Present: Kathy Brandtner, Cindy Lewis, Darrin Lindquist, David Pratt, John Rabine, Archana Wagle</p> <p>Absent: Doug Lindstrom</p> <p>Others present: Jillian Aschliman, Hayleigh Covella, Heather Gibbs, Karly Lyle, Paul Odell</p> <p>Lindquist called the meeting to order at 5:06 p.m.</p>
2. Consent Agenda <input type="checkbox"/> Approve Meeting Agenda: November 2022 <input type="checkbox"/> Approve Meeting Minutes: October 2022 <input type="checkbox"/> Approve Payment of Library Invoices: October 2022	Lindquist	Approve	Motion to approve consent agenda by Pratt, second by Rabine. Motion carried.
3. Public Forum -Limit of 3 minutes per person	Lindquist		Aschliman passed around correspondence.
4. Correspondence	Aschliman		None.
5. Director's Report	Aschliman	Updates in written report	<p>Aschliman reported that John Resch, the Lead Library Clerk, has announced he will be retiring December 30. The 29th will be his retirement party. Nine internal candidates were interviewed for the position and Carol Crane, a Library Clerk, has accepted the position and will start at the beginning of the new year.</p> <p>IT has asked for a final count of trustees who would like to use a city email account. They can switch between</p>

<p>Division Reports</p>	<p>Division Heads</p>	<p>Bettendorf accounts and personal accounts at any time. IT started migrating the server today.</p> <p>Cybersecurity training is part of an IT initiative to get staff on board with MFA. All staff went through training this week. Rabine noted that cybersecurity is a topic that could be expanded on for the community. He asked if they could conduct a program on cybersecurity. Lyle noted that they have in the past, but it's a good idea. She'll look into it.</p> <p>Aschliman noted that with all the IT upgrades, they are also making updates to support the wireless infrastructure. That will help the library update its security cameras. Additionally, they are still working on the A/V upgrades. The updated wireless network will help with those upgrades. Aschliman is hoping materials for the A/V upgrades will arrive at the end of February.</p> <p>Aschliman reported that the library will have a practicum student joining the team from January through May. She will probably come to the Board meeting in the spring.</p> <p>Aschliman is working on budget requests for the city. She will have a report at the January meeting. The first budget session is January 6, and the budget is finalized in March. The city also held leadership training. Participants did a unique program where they all learned their communication style. The management team liked it so much they want to see if they can use it at the February in-service.</p> <p>Aschliman volunteered to help with Tis the Season on Sunday, along with Cody Noble who helps spearhead a lot of the talent for that program.</p> <p>Odell reported that his team is getting ready for the Winter Reading Program, which starts next month. In his</p>
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Friends Report	Odell	
Foundation Update	Sarver/Pratt	

			<p>gifts. She noted that she sent out letters for the annual appeal. They are just shy of \$13,000 for that already. Last year they raised about \$35,000.</p> <p>Sarver reported that past member Dick Manion passed away.</p> <p>Sarver is waiting to see if they got any money from the Bechtel trust for the laser engraver for the Creation Studio. She is hoping to hear back in the next couple of weeks.</p> <p>Lindstrom asked if the Library or the City are doing any winter festivities. Aschliman said the library is partnering with the Family Museum and Parks to do Winter Carnival the first Saturday of February. They also have the Winter Reading Program.</p>
6. Policies/Contracts	Aschliman	Circulation Policy Update – Fine Free	<p>Aschliman explained that this update is just to reflect the fine-free policy. She removed any language talking about fines and changed it to fees. She is also asking to raise the block for patrons from \$5 to \$10. The rest of the changes are reflective of the vote the Board took last month, which removes fines and changes reference materials to \$1/day instead of \$5. The library will continue to collect fines for admission passes and hotspots.</p> <p>Lindquist asked, when they specify dollar amounts, if they weed that out or make it operational. Aschliman explained that she put that as operational because it could change based on materials.</p> <p>Motion to approve amended policy as presented by Brandtner, second by Wagle.</p>
7. Governance	Lindquist		No report.
8. Community City Relations	Lindquist		No report.

9. Employee Appreciation	Wagle/Lewis		No report.
Next Meeting – January 12, 2023, at 5:00 p.m. Adjourn	Lindquist		Adjourned at 5:33 p.m.