

Bettendorf Public Library
 Information Center
 Board of Trustees Meeting
 Thursday, October 8, 2020
 5:00 P.M.

Online Meeting

Public Location: Bettendorf City Hall, Large Conference Room



Agenda Item	Responsibility	Action	Result
1. Roll Call	Covella		<p>Present: Kathy Brandtner, Cindy Lewis, Doug Lindstrom, Darrin Lindquist, David Pratt, John Rabine, Archana Wagle Absent: None Others present: Hayleigh Covella, Heather Gibbs, Karly Lyle, Paul Odell, Kathleen Richlen, Susan Sharp, Brooke Sweeney-Adrien</p> <p>Rabine called the meeting to order at 5:01 p.m.</p> <p>Sharp stated, "Let the minutes show that the Bettendorf Public Library Board of Trustees met remotely, via conference call, for the October meeting scheduled on October 8, 2020.</p> <p>The meeting was held via conference call in accordance with social distancing guidelines and meeting size requirements established by local authorities during the COVID-19 crisis of 2020.</p> <p>In accordance with Iowa Open Meetings Law, a quorum of the board is present, an agenda was posted in advance, and public space was provided at Bettendorf City Hall for the public to participate during the proceedings, as desired."</p>
2. Consent Agenda <input type="checkbox"/> Approve Meeting Agenda: October 2020	Rabine	Approve	<p>Motion to correct September minutes to read "September" rather than "October" in the first paragraph of the Virtual Meeting Statement by Brandtner, second by Pratt. Motion carried.</p>

			<p>there is a history with that portion of the job description, and that requiring an MLS rather than an “MLS or equivalent” narrows the recruitment pool. However, an MLS is required to maintain state library accreditation and funding at the current, highest level, which is about \$100,000/year. Out of 344 libraries in Iowa, only approximately 5 are not accredited. Bettendorf Public Library currently has a Level 6 accreditation, which is the highest.</p> <p>The trustees agreed to leave the job description as is, including the MLS requirement. Motion to approve job description by Lewis, second by Wagle.</p> <p>Roll call vote: Yes: Lewis, Lindstrom, Lindquist, Pratt, Wagle (5) No: Brandtner, Rabine (2) Motion carried.</p>
7. Governance Committee <ul style="list-style-type: none"> Library Director’s Retirement/Recruitment 	Rabine/Richlen (Guest)	Discussion	The Trustees received a suggested Director recruitment timeline in their packets. Richlen will present the approved Job Description to City Council at the October 20 th meeting. Upon Council approval, Richlen and/or Sweeney-Adrien will post the job advertisement. The applicants will have 4-5 weeks to submit their applications. If, at that point, there are not many applicants, the Trustees will reconvene to discuss. Prior to the November meeting, the Board of Trustees will have in place a committee of three trustees to assist in the hiring process. As they proceed in the hiring process, that committee will review past recruitment materials and develop a recruitment/hiring process.
8. Community City Relations	Lindstrom		No report.
9. Employee Appreciation	Wagle/Lewis		No report.

<p>Next Meeting – November 12, 2020 at 5:00 pm.</p> <p>Adjourn</p>	<p>Rabine</p>		<p>Sharp reported that she and Lindstrom met via Zoom on 9/23/20 for new trustee orientation, which was completed.</p> <p>Lindquist asked for updates on the café space. Lyle reported that the Friends have given a projected opening date of November 2nd for the book shop.</p> <p>Motion to adjourn by Lindquist, second by Lewis. Meeting adjourned at 6:12 p.m.</p>
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