



LIBRARY BOARD OF TRUSTEES
MINUTES
FEBRUARY 17, 2026

Roll call and introduction of attendees

Tom Engelmann called to order the monthly meeting of the Davenport Public Library Board of Trustees at 12:02 p.m. on Tuesday, February 17, 2026. The meeting was held in Meeting Room C at the Main Library. Board members present: Honey Bedell, Joe Heinrichs, Michael Hustedde, Shelley Klaas, Amanda Motto, Malavika Shrikhande, Jerry Skalak, Tom Engelmann. and Joanna Drake (12:03). Others present: Jeff Collins, Library Director; Lexie Reiling, Assistant Director; Jennifer Williams, HR Operations Manager; Kasey Shipley, Library Office & Facilities Manager & Recorder; and Cristina Amador-Perez, ~~Library Assistant~~ Principal Clerk (correction made post-Board approval on 3/19/2026 to accurately note job title).

Consent Agenda

Bedell motioned to approve with a second by Skalak. Bedell, Heinrichs, Hustedde, Klaas, Motto, Shrikhande, Skalak, Drake, and Engelmann all approved.

Public with Comment

No one was present from the public, but Hustedde asked to share some information regarding the Henry Farnam Evening as a member of the public and not as a Trustee. The Library, Special Collections specifically, is involved in the event by sharing information on services at a table with a display, sharing history of John Deere and the Sears Dam. The event will be at St. Ambrose on Thursday, March 26, 2026 with speakers and heavy hors d'oeuvres. The cost is \$35 per person or a table of 6 for \$180 and supports River Action. Engelmann thanked him for passing along the information.

Reports and Communications

Foundation Report

In absence of the Foundation President, Collins relayed thanks from Hilary Tanner to Trustee Shrikhande for her advocacy emails to help them stay updated on what is going on legislatively. They are also seeking new board members so if Trustees know of anyone that may be a good fit, to contact Tanner.

Finance Committee

Heinrichs pointed out that 95% is spent from software budget and 100% from Machine & Equipment Maintenance, but all other fund lines seem to be where they should be at this point of the fiscal year. Collins noted that the City is maintaining current service levels in the proposed FY2027 budget and The Library's budget is flat. It does include funding the Library Social Worker. Council will approve the budget in April. Bedell and Hustedde asked about the Iowa property tax proposed legislation and the two percent cap on taxed property growth. Collins shared that Library Administration is working on a



contingency plan, as part of one of the Strategic Plan's goals, to help address any funding shortages that may come down to The Library from the City for negative impacts through lack of tax funding. Klaas shared she has added phone calls, which she does not like to place, to her advocacy efforts. Engelmann noted his concerns over the loss of the Special Library Levy and fewer tax dollars for the general fund with property tax laws proposed.

Personnel Committee

Motto had nothing to report.

Advocacy Committee

Shrikhande apologized for filling everyone's email inbox lately with pleas for help with advocating for proposed legislation regarding libraries. She thanked the Figge Museum for giving a family membership as a prize for the Summer Reading Challenge. She congratulated Shipley and Collins on recent work anniversaries. Collins has been in Davenport for four years this month. Lastly, she noted the program she spoke of last month, in regard to pollinator-friendly plantings, is Native Roots and falls under the City of Davenport.

Director's Report

The first information Collins shared was the Stat of the Month. Social media reach nearly doubled from the same time, comparing the first six months of this fiscal year and last, when measuring the number of unique individuals who viewed content. Kudos to Tessa Wallace and the Social Media Team. The Accreditation Report through the State of Iowa Library is submitted and marks the 40th consecutive year of accreditation. Of the 85 standards, 82 should be met. Those not met do not apply or are not yet due, per a follow-up email Collins sent after the meeting to reply to a question asked by Trustee Skalak. Thanks to the Foundation's support of the Library of Things, more wireless hotspots were purchased and the holds queue for hotspots was cleared for the first time in years. A certificate of appropriateness was granted by the Historic Preservation Commission to place a commemorative plaque on the Main Library's exterior highlighting the architectural and historical significance of the building. There are now three study rooms at Fairmount. Acoustical tiles were added in the Makerspace to reduce noise levels and improve the patron experience. With the 4th Street conversion to two-way coming, a traffic control device will be installed in front of the new monument sign at 4th & Main. Public Works will relocate the sign a few feet east following the installation of the signal. The drive-up drop box will be changed to a walk-up along 4th soon to replace the aging and rusted unit currently in use. Hustedde asked if the alley could be used for drive-up and Collins noted that potential location was eliminated as the alley is quite narrow and used for trash pickup and deliveries. Collins clarified the drops are emptied twice per day; in the morning and afternoon so items are checked in as a timely manner. There is also a drop at the front entrance.

For Library programs, Collins noted that over 200 people attended the two-day Formal Wear Giveaway on January 30 & 31 at Fairmount. The Library partnered with the Putnam to host their Davenport Civil



Rights Movement exhibit. It is at Fairmount this month and will go to Eastern next. All staff completed Sensory Inclusive training through Kulture City to maintain certification as a Sensory Friendly Library. The Fairmount 20th Anniversary celebration had about 25 attendees on January 14. Collins thanked Kathryn Whalen and the Special Collections staff for the work they put into the presentation for the event. The Winter Reading Challenge had 266 participants. February is Library Lover’s Month. Patrons can write on a heart what they love about The Library which will be posted, and there are plush reading buddies being given away. The Seed Library opens up next month. Next month’s meeting is at Fairmount.

Old Business

The only item of old business was to approve the Notary Service Policy. Skalac motioned to approve with a second by Klaas. With no discussion, Motto, Drake, Bedell, Skalac, Heinrichs, Klaas, Shrikhande, Hustedde, and Engelmann all approved.

New Business

The first item of new business was to review the Discrimination and Harassment Policy. Collins stated there is a memo sharing information on the policy, as well as the current and draft of new policy, in the meeting packet. This policy was created in 1991 and is due for the three-year review. It was reformatted into the new template, reflects current laws, defines discrimination and harassment, prohibits retaliation and establishes procedures in responding to a report. Hustedde mentioned that he prefers the new format to the old; more straightforward and good structure. Collins mentioned that training is provided to employees during onboarding and supervisors recently completed harassment-prevention training. Klaas likes that examples were presented. She did suggest adding “and/or” in 4.2 as both disability and sincerely held religious observances, practices, and beliefs may apply regarding reasonable accommodations. Skalac asked about rights of the accused. Collins replied it is covered under 5.2. Drake inquired about consequences from an investigation and Collins noted that would be covered in Administrative Policies. Drake wondered if it would be helpful to be mentioned within in the policy to refer to Administrative Policy. Engelmann noted it will go to the March meeting for approval.

The second item of new business was Board Work and discussion related to Trustee recruitment. Collins thanked all that had returned the completed scorecard, assessment, and worksheet. This helped to identify qualifications needed of potential candidates and recommend candidates apply on the City’s website. The Mayor appoints and City Council confirms appointments. The summary of results is included in the packets. Shrikhande shared that the Advocacy Committee created a seven-point plan to help in recruitment. She will send it via email to get thoughts from other Trustees. Collins pointed out the planned Board Training focus areas for the next year on page two, asking for any additions or changes to the proposed training sessions. Engelmann appreciates getting to know more about each department through the trainings.



President's Comments

Engelmann commended Motto for her many years of service to the Board as she winds down her second term. He thanked Shrikhande for her proposal on recruiting new Trustees.

Board Training – Staff Association with Cristina Amador-Perez

Cristina Amador-Perez, ~~Library Assistant~~ Principal Clerk (corrected 3/19/2026 to accurately reflect job title) in Special Collections, shared a 15-minute presentation on the Staff Association Committee and what they do for staff and the community. She has served on the committee for about 20 years. With voluntary contributions from staff that range from \$1 to \$5 monthly through payroll deduction, the committee coordinates social events, purchases awards and treats for anniversaries, retirements or resignations, gift cards and greeting cards for weddings or babies and more. Celebrations through the year include monthly birthday treats, candygrams for Valentine's Day, National Library Week activities, staff potluck, Halloween costume contest, cookie walk or bake sales for charity, and Summer and Winter Reading Challenge prizes. Charitable giving events allow staff to wear literacy-themed shirts for \$5 with the proceeds going to nonprofits. Engelmann shared his appreciation for what they do for staff and the community, through the fundraising staff does with the committee. Shrikhande thanked her for the work and inquired about others on the team. Sara, Rachel, Emily, Michelle, and Holly are the other staff, Amador-Perez shared, and Shrikhande asked her to pass along her thanks to them all. Klaas noted through the work they do they are building developmental assets and building a community which makes a difference. Collins added that the committee helps staff morale and he thanked them as well. Drake asked if the Trustees could collaborate with staff, pointing out National Library Worker's Day as an example. Shrikhande shared that it has become a tradition for Trustees to pool funds and provide donuts on that day.

Adjourn

With no further business, Skalak motioned to adjourn at 1:03 p.m. with a second by Hustedde. All approved.