

LIBRARY BOARD OF TRUSTEES MEETING

CITY OF DAVENPORT, IOWA

Tuesday, April 21, 2026; 12:00 PM

Davenport Public Library | 321 Main Street | Meeting Room C

I. Roll Call & Introduction of Attendees

II. Consent Agenda

- a. Approve the Agenda
- b. Approve the Minutes for March 17, 2026
- c. Approve the Financial Reports

III. Public with Comment

Members of the public may address the Board of Trustees for up to five (5) minutes. In accordance with the Iowa Open Meetings Law, the Board of Trustees cannot engage in discussion or take action on comments presented during this time. However, the Board may consider placing relevant topics on a future agenda.

IV. Reports & Communications

- a. Davenport Public Library Foundation
- b. Committee Reports
 - i. Finance
 - ii. Personnel
 - iii. Advocacy
- c. Director's Report

V. Old Business

- a. Motion to approve the Gift Acceptance Policy

VI. New Business

- a. Discuss the Circulation Policy
- b. Motion to approve the temporary closure of the Fairmount Branch beginning in mid-August for approximately three weeks to accommodate carpet installation and painting.

VII. President's Comments

VIII. Board Training

a. Accreditation and Designations

IX. Adjourn

MISSION

The Library connects a diverse community to resources that educate, enrich, and entertain.



LIBRARY BOARD OF TRUSTEES
MINUTES
MARCH 17, 2026

Roll call and introduction of attendees

Michael Hustedde called to order the monthly meeting of the Davenport Public Library Board of Trustees at 12:05 p.m. on Tuesday. The meeting was held in the Brooke Room at the Fairmount Library. Roll call was taken with Honey Bedell, Joanna Drake, Joe Heinrichs, Michael Hustedde, Amanda Motto, and Malavika Shrikhande present. Tom Engelmann arrived at 12:08 and took over chairing the meeting. Absent: Shelley Klaas and Jerry Skalak. Others present: Jeff Collins, Library Director; Lexie Reiling, Assistant Director; Jennifer Williams, HR Operations Manager; Tracy Moore, Development Officer; Bana Holderith, Youth Services Library Assistant; Hilary Tanner, Davenport Public Library Foundation President.

Consent Agenda

Shrikhande motioned to approve the consent agenda with a second by Heinrichs. Bedell, Drake, Heinrichs, Hustedde, Motto, Shrikhande, and Engelmann all approved.

Public with Comment

None.

Reports and Communications

Foundation Report

Tanner shared the Foundation is working on the Fatal Fiction fundraising event which will be held Saturday, September 26. They are looking for sponsors and working on a new performance. It is nearing the end of their fiscal year and their treasurer will be working to have the financials audited for the first time in many years, and is currently reviewing proposals for that work. Members of the Foundation board have been reaching out to their networks regarding bills in the Iowa Legislature that they are watching closely.

Finance Committee

Heinrichs reported that expenses noted in the Budget Recap look to be in line for the fiscal year spending.

Personnel Committee

Nothing to report, per Motto.

Advocacy Committee

Shrikhande shared information on a PBS program that recently aired and is now available to view any time. "Reading Road Trip American Stories: Iowa" included a segment on Ames Public Library that she



recommended viewing if trustees are able. A recent podcast topic on Iowa Public Radio, Talk of Iowa, was on the importance of third spaces and how libraries fill that need. Lastly, she thanked Tanner and the Foundation for sending out the letter explaining the name change.

Director's Report

Collins shared that the RiverShare consortium will approve a contract renewal with Polaris for the integrated library system (ILS). The Main Library staff restrooms are now gender-neutral, which matches how staff restrooms are at Fairmount and Eastern. There is a small exhibition in Special Collections at Main from Iowa PBS on Revolutionary Iowans as the country celebrates 250 years. The Seed Library is up and running for the season and had a good turnout for the opening.

Collins' report contained many positive comments received from Library Lovers' Month. It was just a small sampling of the feedback given by patrons on how they feel about The Library. He thanked the Customer Services Department for putting together much of this program. Shrikhande stated she and her family enjoy the newer layout at Eastern for the Library of Things, new books, and displays.

Old Business

The only item of old business was to approve the Discrimination and Harassment Policy. Hustedde motioned to approve with a second by Shrikhande. Motto, Drake, Bedell, Heinrichs, Shrikhande, Hustedde, and Engelmann approved.

New Business

The only item of new business was to discuss the Gift Acceptance Policy. Collins shared some information from the memorandum included with the draft and current policy. This is a newer library policy, first created in 2016. It has been updated to the current policy format, content was checked and updated to reflect current laws and consistency with current practices. The policy defines the approach to accepting gifts, outlines procedures, and clarifies roles and responsibilities. Most gifts go through the Foundation as a 501 (c)(3) nonprofit where donors are appropriately acknowledged, their intent is honored and private contributions are separated from public funds. Engelmann shared his thoughts on the importance of consistency, especially with naming rights. Shrikhande asked about the financial encumbrances The Library may take on for a donation of artwork such as transport and preservation, and if it should be mentioned in the policy. Collins believes the policy is not the place for that, but to be part of a procedural document. Bedell appreciates the document being in place and asked about a naming policy and if that exists. Collins answered that there is a sponsorship naming guidelines document. It is used with the Foundation as it notes criteria for naming opportunities. Anything proposed to be named would come to the Trustees for approval. Hustedde shared his concerns on vetting gifts, citing a recent discussion on a morning show about educational institutions removing names due to reputation concerns coming to light. He is also against naming things for people for this reason. Bedell noted the policy allows any gift to be refused.



President's Comments

Engelmann apologized for his tardiness. His other note was to say the Library Board is now using the same portal as the City for uploading meeting documents and he wanted to make sure it is working okay for everyone. Bedell messaged she likes it and no other Trustee shared any issues with it.

Board Training – Collection Development with Lexie Reiling

Reiling shared a 30-minute training with Trustees on the topic of Collection Development. The Collection Development Policy overview was shared, noting important pieces of that document. Selection criteria, mentioned in the policy, was explained more in-depth. Relevancy, cost, demand, and space are just a few things to look at when selecting. The breakout of collections was shared. Books, audiovisual, periodicals, Library of Things, databases, and digital content are all formats carried. Data helps guide what is bought, where we put it and how long we keep it. CollectionHQ provides automated reports that may flag items in poor condition, those that have not circulated recently, or the information may be outdated. It assists but the selector will decide if something is pulled or moved in the collection. The annual budget for materials is around \$500,000 each year. The bulk is from the City's Capital Improvement Plan (CIP) program and also funded by gifts, memorials or payments from lost books. CollectionHQ also helps with a spending plan. Circulation trends and speaking with each selector also helps decide the next year's budget. The e-book budget is around \$100,000. Reiling shared how responsibility is determined for selection. Anyone who is a librarian is a selector. Interest and experience are factors to determine who selects what, as well as the department they work in. Once items are acquired, each is cataloged and processed. She went through the task list of how the selector checks their funds, creates a cart, makes sure we don't already own it, and adds notes on where to catalog and house it. Last year 22,624 physical items were added to the collection. Promoting new items was the next information shared. New books are kept on those shelves for 6 months. Other ways to promote items include displays, website, reviews, Libguides blogs, and social media. Deselection, or weeding, was then discussed. Some, like the example she shared of the dog training book that a dog tore up, are obviously heading to recycling after removal from the catalog. Other criteria include space, relevancy, accuracy, and popularity. Staff can mend an item if in poor condition. Withdrawn items can't be given away and are sold to the Foundation's bookstores or Better World Books. CollectionHQ has been used for nearly ten years and has helped lower the percentage of items that don't circulate in a set amount of time, and are considered "dead". Reiling gave the example of children's nonfiction was 52% "dead" when it was first weeded using the tool, and is now at about 16%. The Request for Reconsideration process was the next item from the policy presented. Reiling went through the steps a Davenport resident needs to follow if they are concerned about an item in the collection and would like the inclusion of it to be reconsidered. After it is submitted, the form goes to a library team to determine if it follows the Collection Development Policy, the Director replies, and the resident can appeal to the Board if their request is denied. Reiling shared statistics on the diversity analysis tool from CollectionHQ, and how purchasing and displays are influenced by the goal to be sure the collection is diverse, equitable and inclusive to reflect the community served. To conclude the training, a graph of circulation comparing July-January in the past three years was shared. Fiscal Year



2025 had an increase of circulation of 2% over the previous year. Shrikhande has heard many good comments from patrons on what they've found on displays. Engelmann likes staff utilizing the tool but having the person use their judgement in conjunction with it to determine the outcome. Hustedde inquired about formats and when to decide they are no longer able to be part of the collection. Reiling shared that this was a recent issue with physical audiobooks on CD. Circulation trended down for many years as availability became scarce or costs to acquire outweighed the patron use. The decision to remove a format is not made lightly. Collins added that libraries make up about 1% of purchasing power in the United States of media so swaying a manufacturer to keep producing is difficult; we are dependent on the market.

Adjourn

With no further business, Heinrichs motioned to adjourn at 1:02 p.m. with a second by Hustedde. All approved.

BUDGET RECAP FY26					
Davenport Public Library					
4/1/2026, 75% of the year					
General Fund		FY26	EXPENDED	BALANCE	% spent
201 Operating Supplies/Services	\$100,535		\$65,788	\$34,747	65%
205 Utility Services	\$145,000		\$108,705	\$36,295	75%
210 Travel & Registration	\$15,000		\$13,227	\$1,773	88%
216 Memberships/Publications	\$15,000		\$10,169	\$4,831	68%
217 Professional Services	\$93,810		\$62,002	\$31,808	66%
218 Rental Expense	\$3,000		\$1,667	\$1,333	56%
225 Buildings & Grounds	\$148,675		\$109,614	\$39,061	74%
226 Maint/Machines & Equipment	\$31,060		\$31,060	\$0	100%
Total 200's	\$552,080		\$402,232	\$149,848	73%
Allocated Expenses					
530 Software Costs	\$130,000		\$130,000	\$0	100%
606 Telephone	\$37,493		\$29,878	\$7,615	80%
622 Data Processing	\$15,000		\$10,000	\$5,000	67%
627 Motor Vehicle Maintenance	\$5,215		\$1,352	\$3,863	26%
Total Allocated Expenses	\$187,708		\$171,230	\$16,478	91%
Salaries	\$3,728,991		\$2,603,243	\$1,125,748	70%
Benefits	\$1,583,514		\$1,147,027	\$436,487	72%
Total City appropriation	\$6,052,293		\$4,323,732	\$1,728,561	71%
CIP Budget Lines					
Materials Budget	\$465,000		\$370,870	\$94,130	80%
Electronic Equipment Repl	\$130,000		\$105,271	\$24,729	81%
Main Renovations Phase 2 (Apr '23) *	\$19,046		\$12,855	\$6,191	67%
Library Meeting Room Upgrades (FY24)	\$4,258		\$4,258	\$0	100%
Fairmount Roof (FY25 & 26) **	\$417,443		\$402,107	\$15,336	96%
Fairmount Painting (FY26)	\$75,000		\$4,375	\$70,625	6%
Fairmount LED Lighting (FY26)	\$60,000		\$0	\$60,000	0%
Leftover from former Library Levy fund	now tracked in gift , "Misc Rev/Exp spreadsheet"				
* gift funds transferred to cover change orders, 8/2025					
** Revised budget due to cost, 9/29/2025					

Misc revenue/expenses							
FY25 Grants & Gifts							
4/7/2026							
				Starting	Monthly	Monthly	Balance
				Balance	Expense	Revenue	
					Mar	Mar	
State Aid							
814 Enrich Iowa				\$17,622	\$0	\$0	\$17,622
813 Open Access/Access Plus				\$135,233	\$255	\$0	\$134,978
Gift Account							\$748,516
Unrestricted Gift Funds							
General Gift (donations, memorials, interest, etc)				\$186,978	\$5,465	\$1,983	\$183,496
Donation boxes/Eastern's Wishing Well				\$11,674	\$0	\$0	\$11,674
Reader/Printer Revenue				\$6,998	\$0	\$0	\$6,998
Patron-use printer revenue				\$104,348	\$1,438	\$3,485	\$106,395
Leftover Library Levy (2/2026)				\$106,629	\$0	\$0	\$106,629
Carnegie Corporation donation (2/2026)				\$0	\$0	\$10,000	\$10,000
Restricted Gift Funds							
Endowment				\$38,432	\$0	\$5,620	\$44,052
Irma Jepsen Endowment				\$25,254	\$0	\$0	\$25,254
Marketing/Programming				\$25,653	\$2,657	\$8	\$23,004
Foundation Staff support (personnel-restricted)				\$10,628	\$23	\$483	\$11,088
Special Collections				\$10,628	\$68	\$93	\$10,653
Lorraine Duncan SC endowment				\$5,820	\$0	\$7,800	\$13,620
EICCDD (personnel restricted)				\$28,367	\$0	\$0	\$28,367
Eastern Iowa Community College District							
Eastern (MidAmerican rebate/Scott Co Conservation)				\$15,912	\$0	\$0	\$15,912
PrairieCat Refund (To Gen Gift, Board Appr 1/2026)				\$0	\$0	\$0	\$0
Lyrasis Refund (To Gen Gift, Board Appr 1/2026)				\$0	\$0	\$0	\$0
Charles Young Estate				\$5,869	\$5,869	\$0	\$0
SCENE Grant				\$10,882	\$0	\$0	\$10,882
Main 50th Project (memorials to library, etc)				\$70	\$0	\$0	\$70
Café Rent at Eastern				\$2,274	\$0	\$0	\$2,274
1000 Books Before Kindergarten (6/2021)				\$19,854	\$0	\$0	\$19,854
Books for Babies (6/2022)				\$675	\$0	\$0	\$675
Fairmount Student Food Pantry (FRIENDS)				\$3,411	\$0	\$0	\$3,411
Enhanced Youth Spaces Project 2022				\$99,647	\$0	\$0	\$99,647
Leah Foster Estate (8/2023)				\$14,540	\$0	\$0	\$14,540
Library of Things (5/2025)				\$100	\$79	\$0	\$21

Operating & Gift Expenses, March 2026				
EFF DATE	PO/REF2	AMOUNT	VDR NAME/ITEM DESC	COMMENTS
03/05/2026	2608228	293.47	GREENWOOD CLEANING SYSTEMS INC	Toilet tissue, roll towels, ca
03/05/2026	2607242	4,504.00	DMW DESIGN LTD	Sponsor signs for Library
03/05/2026	2608283	141.15	GREAT WESTERN SUPPLY CO Inc	Disinfectant, foaming hand was
03/05/2026	2606806	5,415.40	DAVE'S FLOOR TRENDS INC	CARPET, MAIN BASEMENTOFFICES
03/05/2026	2608121	1,436.20	CITADEL SECURITY GROUP LLC	Security, Main Lib,02/09-02/15
03/05/2026	2608282	3,000.00	QUADIENT FINANCE USA, INC	Postage - Main Lib. Postal Mac
03/05/2026	2608227	50.00	JANE E SIMONSEN	Presenter - Marguerite LeClair
03/05/2026	2606568	3,314.84	PARAGON COMMERCIAL INTERIORS INC	EASTERN LIB YS OFFICE ADDITION
03/05/2026	2608247	2,749.95	SNQC LLC	EASTERN LIB SIGN HOLDERS FOR S
03/06/2026	1030626	200.00	Director's allowance	WARRANT=030626 RUN=1 BI-WEEKL
03/09/2026		120.00	MOBILE BEACON	Public Access Hotspot Service
03/09/2026		115.04	AMAZON MKTPL*FG5L16023	Plastic shopping bags
03/09/2026		30.87	AMAZON RETA* BE8PM94M2	Facial tissues, ink for stamp
03/09/2026		71.22	AMAZON MKTPL*WX5II5L83	Packing tape, disinfecting wip
03/09/2026		37.48	AMAZON MKTPL*BE17P7192	Blu-ray discs and scotch tape
03/09/2026		144.95	IN *ELM USA INC.	Cleaning pads for disc repair
03/09/2026		118.18	AMAZON MKTPL*V97AK7RI3	Cardstock 11x17
03/09/2026		946.00	THE LIBRARY STORE INC	Handyholds on-hold wrappers
03/09/2026		9.99	MICHAELS STORES INC #2106	Magnets for Youth Services
03/09/2026		44.43	TARGET 00005330	Fruit snacks for Youth Service
03/09/2026		16.99	AMAZON MKTPL*B982N74X1	\$16.99 balance LOT AMAZON #113
03/09/2026		149.04	AAA RENTS INC	INFO serv program rental
03/09/2026		267.75	SEEDSAVERSEX*	Information Services - Seeds f
03/09/2026		172.49	AMAZON MKTPL*HH6U67TV3	Information Services Programmi
03/09/2026		123.06	AMAZON MKTPL*7B2TV5C73	Information Services Programmi
03/09/2026		69.54	AMAZON MKTPL*5T2MX82R3	ADA sign
03/09/2026		244.98	AMAZON MKTPL*I16MO1F23	storage rack
03/09/2026		47.70	THE ACORN GROUP INC	LOT - \$47.70 ACORN NATURLISTS,
03/12/2026		58.00	MICHELLE FRIEDEN *EMPLOYEE*	MILEAGE FEBRUARY
03/12/2026		30.45	RICHARD STUMPPFF EMPLOYEE	MILEAGE FEBRUARY
03/12/2026		70.32	BANASHREE HOLDERITH EMPLOYEE	MILEAGE FEBRUARY
03/12/2026		31.90	JASON ORR *EMPLOYEE*	MILEAGE FEBRUARY
03/12/2026	2608191	292.76	TRI CITY ELECTRIC CO Inc	INV349585 2/12TSK26-2791REPL B
03/12/2026	2608391	225.87	GREAT WESTERN SUPPLY CO Inc	Toilet tissue, microfiber clot
03/12/2026	2600734	943.64	KRISS PREMIUM PRODUCTS	JULY/25-JUNE/26 ANNUAL WATER/C
03/12/2026	2608326	1,152.09	CITADEL SECURITY GROUP LLC	Security, Main Lib,02/16-02/22
03/12/2026	2608298	66.25	GLOBAL SECURITY SERVICES Inc	DEPOSIT COURIER SERVICE Janu
03/13/2026		120.00	PAYPAL *IOWACONSERV	ICPC Annual Membership
03/13/2026		38.81	AMAZON RETA* B95PI1G70	Batteries and hand sanitizer
03/13/2026		25.48	AMAZON RETA* BE0RJ1RX2	Rubber bands
03/13/2026		22.24	AMAZON RETA* BE3MM7NF1	Facial Tissue
03/13/2026		22.24	AMAZON RETA* B959W5D00	Facial tissue
03/13/2026		18.94	AMAZON RETA* B97TY1RB0	Wite-out and Scotch tape
03/13/2026		5.74	AMAZON MARK* BE1PC6QA2	BATTERIES, 2450 LITHIUM, 2-PK
03/13/2026		746.00	IMPACT SIGNS	BALANCE FOR EXTERIOR PLAQUE, M
03/13/2026		3,196.80	VARIDESK* 1800 207 2587	ADJUSTABLE HEIGHT TABLES, TECH
03/13/2026		583.97	DEMCO INC	Alpha Labels, Book Tape, CD ca
03/13/2026		8.99	STAPLES 00104448	Sticker seals for Youth Servic
03/13/2026		30.03	SAMS CLUB /WALMART	Felt, bottled water, and fruit
03/13/2026		12.47	SAMS CLUB /WALMART	Whistles and freeze-dried ice
03/13/2026		74.58	SAMS CLUB /WALMART	Easter Candy for Customer Serv
03/13/2026		8.92	SAMS CLUB /WALMART	Salt and food coloring for You

03/13/2026		9.78	MICHAELS STORES INC #2106	Glue sticks for Youth Services
03/13/2026		67.98	AMAZON MKTPL*B92Y02VU2	FURNITURE SLIDERS
03/13/2026		215.00	AMERICAN LIBRARY ASSN INC	ALA & PLA RENEWAL, J COLLINS
03/13/2026		250.00	IMPACT SIGNS	DOWNPAYMENT FOR PROOF, MAIN EX
03/13/2026		13.95	AMAZON RETA* B94IG38B1	BLUE PENS
03/13/2026		67.65	T MOBILE USA INC	JAN 5-FEB 4 2026, 3 CELL LINES
03/13/2026		25.94	CINTAS CORPORATION #342 Inc	MONTHLY MAT RENTAL, MAIN LIB
03/13/2026		14.99	HY-VEE FOOD STORE Inc	Cookies for Special Collection
03/16/2026		40.53	Amazon	LOT containers
03/16/2026		57.00	Amtrak	Train ticket for conference, M Willett
03/19/2026	2608390	33.00	B&B ENTERPRISES OF AMERICA INC	Printing of bookmarks and rack
03/19/2026	2606695	2,673.62	MIDWEST ALARM SERVICES	Burglar alarm replacement - Fa
03/19/2026	2608390	54.00	B&B ENTERPRISES OF AMERICA INC	Printing of bookmarks and rack
03/19/2026	2608390	54.00	B&B ENTERPRISES OF AMERICA INC	Printing of bookmarks and rack
03/19/2026		2,148.59	CENTERPOINT ENERGY SERVICES, INC	JANUARY UTIL
03/19/2026		3,170.74	CENTERPOINT ENERGY SERVICES, INC	FEBRUARY UTIL
03/19/2026	2608655	66.25	GLOBAL SECURITY SERVICES Inc	DEPOSIT COURIER SERVICE Febr
03/19/2026	2608555	1,433.88	CITADEL SECURITY GROUP LLC	Security, Main Lib,02/23-03/01
03/19/2026	2608635	2,245.64	CRAWFORD COMPANY INC	INV10015791 3/2 TSK26-7452 ST
03/19/2026	2600734	943.65	KRISS PREMIUM PRODUCTS	JULY/25-JUNE/26 ANNUAL WATER/C
03/19/2026	2608612	537.14	SUMMIT FIRE PROTECTION CO	SERVICE CALL TO REPLACE 3 DETE
03/19/2026	2601423	1,182.00	MIDWEST ALARM SERVICES	Fire/Security Alarm radio inst
03/19/2026	2608688	265.80	UNIQUE MANAGEMENT SERVICES INC	Collections Services - Feb. 20
03/19/2026	2608689	438.00	DEBRA MILLER	Performer - Beatrix Potter 3/2
03/20/2026		892.53	IOWA AMERICAN WATER CO Inc	032026 IA AMER COLL
03/20/2026		121.96	VISTAPRINT	BUSINESS CARDS
03/20/2026		4.00	FACEBK *BCB5JAV982	FACEBOOK ADVERTISEMENT
03/20/2026		4.00	FACEBK *LTDGKED982	FACEBOOK ADVERTISEMENT
03/20/2026		4.00	FACEBK *YDN55BM982	FACEBOOK ADVERTISEMENT
03/20/2026		4.00	FACEBK *BGM7X9Z982	FACEBOOK ADVERTISEMENT
03/20/2026		4.00	FACEBK *DGUPG9R982	FACEBOOK ADVERTISEMENT
03/20/2026		2.00	FACEBK *D7KG5A5982	FACEBOOK ADVERTISEMENT
03/20/2026		2.00	FACEBK *B4BHR9V982	FACEBOOK ADVERTISEMENT
03/20/2026		2.00	FACEBK *M49659R982	FACEBOOK ADVERTISEMENT
03/20/2026		2.00	FACEBK *52URW95982	FACEBOOK ADVERTISEMENT
03/23/2026		21.77	Amazon	LOT replacement item
03/23/2026		8.00	HY-VEE FOOD STORE Inc	Spec Coll program, cupcakes
03/23/2026		76.23	SAMS CLUB /WALMART	Info Serv program snacks
03/23/2026		8.68	QUILL CORPORATION Inc	Fine point markers
03/23/2026		8.10	Amazon	Fine point markers
03/23/2026		20.59	Amazon	Facial tissue
03/23/2026		162.88	Amazon	Spec Coll storage envelopes
03/23/2026		71.96	Amazon	Info Serv program supplies, puzzles
03/23/2026		26.49	SAMS CLUB /WALMART	Youth Serv program supplies
03/24/2026	03-032726	33.03	Sewer Consumption	2026 UB UB
03/24/2026	03-032726	180.80	Sewer Consumption	2026 UB UB
03/26/2026	2608620	175.00	TODAYS BUSINESS SOLUTIONS INC	Annual Service Agreement on TB
03/26/2026	2608392	677.49	POPP BINDING & LAMINATING INC	Laminating Film
03/26/2026	2608990	1,186.34	CITADEL SECURITY GROUP LLC	Security, Main Lib,03/09-03/15
03/26/2026	2608736	1,435.04	CITADEL SECURITY GROUP LLC	Security, Main Lib, 03/02-03/0
03/26/2026	2608989	429.63	GREAT WESTERN SUPPLY CO Inc	Bleach, toilet tissue, sanitiz
03/26/2026	2608991	127.56	LOGO PRO, LLC	Optical Crystal Book with etch
03/26/2026		8,441.45	MID AMERICAN ENERGY CO Inc	Utility Payment 09/2026
03/27/2026		26.99	AMAZON MKTPL*BD6F894K2	CD/DVD Binder
03/27/2026		22.79	AMAZON MKTPL*BD09K2XQ2	Thermal labels for Dymo printe

03/27/2026		-6.89	AMAZON RETA* B97TY1RB0	Refund for undelivered correct
03/27/2026		589.00	PROJECT MANAGEMENT INSTIT	PMP membership and course, J C
03/27/2026		40.20	THE LIBRARY STORE INC	Labels for Tech Services
03/27/2026		46.26	MENARDS Inc	Candy for Library Lovers - Cus
03/27/2026		19.10	SAMS CLUB /WALMART	Paper bowls, ice cream scoop,
03/27/2026		7.35	SAMS CLUB /WALMART	Crafting ribbon for Youth Serv
03/27/2026		-7.50	SAMS CLUB /WALMART	Return of whistles
03/27/2026		34.78	HY-VEE FOOD STORE Inc	Paper towels, paper bowls, pla
03/27/2026		324.00	SP AUNT FLOW	Feminine Hygiene supplies
03/27/2026		7.99	AMAZON MKTPL*B95PS1BG1	INFO SERVICES PROGRAMMING SUPP
03/27/2026		32.72	AMAZON MKTPL*BE7YD41T2	Seed library supplies
03/30/2026	04-033026	321.60	Clean water program	2026 UB UB
03/30/2026		39.46	PJ IOWA LC	Pizza, Eastern Lib
03/30/2026		69.23	PJ IOWA LC	Pizza, Main Lib
03/30/2026		50.95	PJ IOWA LC	Pizza, Fairmount Lib

Library materials expense, March 2026				
EFF DATE	PO/REF2	AMOUNT	VDR NAME/ITEM DESC	COMMENTS
03/05/2026	2608073	964.23	CENGAGE LEARNING INC	INV #999102375468
03/05/2026	2608089	2,286.71	INGRAM LIBRARY SERVICES Inc	INV #94329914, #94470670 & 067
03/05/2026	2608089	1,852.05	INGRAM LIBRARY SERVICES Inc	INV #94329914, #94470670 & 067
03/05/2026	2608089	270.88	INGRAM LIBRARY SERVICES Inc	INV #94329914, #94470670 & 067
03/05/2026	2608089	1,122.36	INGRAM LIBRARY SERVICES Inc	INV #94329914, #94470670 & 067
03/05/2026	2608074	290.16	LIBRARY IDEAS	INV #123859
03/05/2026	2608218	1,005.02	OVERDRIVE INC	INV 05530DA26052895 -52896 - 5
03/05/2026	2608218	3,254.50	OVERDRIVE INC	INV 05530DA26052895 -52896 - 5
03/05/2026	2608218	41.53	OVERDRIVE INC	INV 05530DA26052895 -52896 - 5
03/05/2026	2608218	333.12	OVERDRIVE INC	INV 05530DA26052895 -52896 - 5
03/05/2026	2608218	348.45	OVERDRIVE INC	INV 05530DA26052895 -52896 - 5
03/05/2026	2608138	1,637.02	OVERDRIVE INC	INV 05530DA26048204 & 26049634
03/05/2026	2608138	899.38	OVERDRIVE INC	INV 05530DA26048204 & 26049634
03/05/2026	2608217	598.25	MIDWEST TAPE Inc	INV 508459580
03/09/2026		-6.88	AMAZON MKTPLACE PMTS	\$6.88 credit for returned book
03/12/2026	2608260	139.00	WORLD BOOK INC	INV ARI0014987
03/12/2026	2608277	795.28	INGRAM LIBRARY SERVICES Inc	INV 94520057
03/12/2026	2608215	419.45	INGRAM LIBRARY SERVICES Inc	INV 94540775 & 40776; 94559343
03/12/2026	2608216	1,615.58	INGRAM LIBRARY SERVICES Inc	INV 94576199 & 76200; 94603833
03/12/2026	2608216	967.49	INGRAM LIBRARY SERVICES Inc	INV 94576199 & 76200; 94603833
03/12/2026	2608216	909.54	INGRAM LIBRARY SERVICES Inc	INV 94576199 & 76200; 94603833
03/12/2026	2608216	287.74	INGRAM LIBRARY SERVICES Inc	INV 94576199 & 76200; 94603833
03/12/2026	2608216	890.60	INGRAM LIBRARY SERVICES Inc	INV 94576199 & 76200; 94603833
03/12/2026	2608259	766.03	INGRAM LIBRARY SERVICES Inc	INV 94634427
03/13/2026		15.94	AMAZON MKTPL*B94RZ38E1	\$15.94_113-7232861-2755439_CR
03/13/2026		80.00	NIABI ZOO ECOMMERCE	\$60 NIABI ZOO MEMBERSHIP MAIN
03/13/2026		80.00	NIABI ZOO ECOMMERCE	\$80 NIABI ZOO MEMBERSHIP EASTE
03/13/2026		80.00	NIABI ZOO ECOMMERCE	\$80 NIABI ZOO MEMBERSHIP FAIRM
03/13/2026		69.99	AMAZON.COM*BP7DD8P92	\$69.99 AMAZON #111-3565973-154
03/13/2026		207.00	AMAZON.COM*BE1X75HK1	\$207 PARTIAL SHIPMENT AMAZON #
03/13/2026		200.00	FIGGE ART MUSEUM	\$200 FIGGE MEMBERSHIP PASSES 1
03/16/2026		8.28	Ebay	Spec Coll materials
03/16/2026		44.15	Ebay	Spec Coll materials
03/16/2026		67.21	Ebay	Spec Coll materials
03/16/2026		100.00	Ebay	Spec Coll materials
03/16/2026		69.99	Amazon	Video games
03/16/2026		19.99	Amazon	Video games
03/16/2026		69.99	Amazon	Video games
03/16/2026		69.99	Amazon	Video games
03/16/2026		69.99	Amazon	Video games
03/16/2026		99.98	Amazon	Video games
03/16/2026		138.00	Amazon	Video games
03/19/2026	2608215	43.77	INGRAM LIBRARY SERVICES Inc	INV 94540775 & 40776; 94559343
03/19/2026		-17.25	INGRAM LIBRARY SERVICES Inc	Credit
03/19/2026	2608344	598.52	INGRAM LIBRARY SERVICES Inc	INV 94736481
03/19/2026	2608345	19.59	CENGAGE LEARNING INC	INV 999102410958 & 99910241658
03/19/2026	2608402	293.62	INGRAM LIBRARY SERVICES Inc	INV #94718581, #94718582 & #94
03/19/2026	2608402	745.63	INGRAM LIBRARY SERVICES Inc	INV #94718581, #94718582 & #94
03/19/2026	2608402	704.40	INGRAM LIBRARY SERVICES Inc	INV #94718581, #94718582 & #94
03/19/2026	2608345	128.05	CENGAGE LEARNING INC	INV 999102410958 & 99910241658
03/19/2026	2608215	1,147.21	INGRAM LIBRARY SERVICES Inc	INV 94540775 & 40776; 94559343
03/19/2026	2608215	333.18	INGRAM LIBRARY SERVICES Inc	INV 94540775 & 40776; 94559343
03/19/2026	2608215	161.83	INGRAM LIBRARY SERVICES Inc	INV 94540775 & 40776; 94559343

03/19/2026	2608400	1,084.75	MIDWEST TAPE Inc	INV #508491340
03/23/2026		59.88	Amazon	Video games
03/23/2026		40.99	Ebay	Spec Coll materials
03/23/2026		46.45	Ebay	Spec Coll materials
03/26/2026	2608496	1,517.71	INGRAM LIBRARY SERVICES Inc	INV 94783780; 94819912 & 94819
03/26/2026	2608495	20.29	CENGAGE LEARNING INC	INV 999102443768
03/26/2026	2608436	961.76	OVERDRIVE INC	INV 05530DA26062052
03/26/2026	2608401	468.13	OVERDRIVE INC	INV #05530DA26059637, #2605963
03/26/2026	2608401	720.34	OVERDRIVE INC	INV #05530DA26059637, #2605963
03/26/2026	2608545	361.61	MIDWEST TAPE Inc	INV 508507492
03/26/2026	2608496	37.50	INGRAM LIBRARY SERVICES Inc	INV 94783780; 94819912 & 94819
03/26/2026	2608498	13.99	OVERDRIVE INC	INV 05530DA26069586
03/26/2026	2608401	263.59	OVERDRIVE INC	INV #05530DA26059637, #2605963
03/26/2026	2608496	521.43	INGRAM LIBRARY SERVICES Inc	INV 94783780; 94819912 & 94819
03/26/2026	2608497	415.00	KANOPY INC	INV 494317

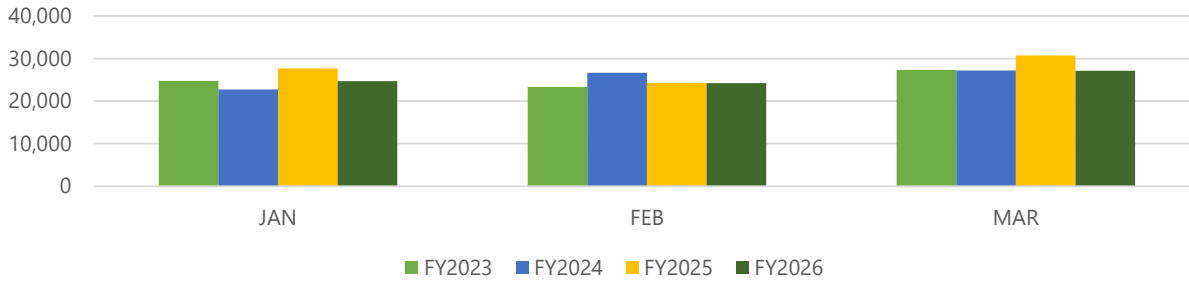
Electronic Equip Repl Expenses, March 2026				
EFF DATE	PO/REF2	AMOUNT	VDR NAME/ITEM DESC	COMMENTS
03/09/2026		30.68	AMAZON MKTPL*B95Y633R1	Power Outlets
03/09/2026		18.39	AMAZON MKTPL*QC1271ML3	Power Outlets
03/09/2026		119.98	AMAZON RETA* B18ZX0R51	Replacment SSDs
03/13/2026		290.92	AMAZON MKTPL*B99930ZS0	Laptop Docking Stations
03/13/2026		9.95	AMAZON MKTPL*B98MG2YF1	Network jacks
03/13/2026		80.00	TECHSOUP	Quickbooks subscription
03/23/2026		839.86	Amazon	Replacement SSDs
03/23/2026		779.87	Amazon	Replacement SSDs
03/23/2026		25.46	Amazon	Power supply for RFID
03/23/2026		196.93	Adobe	Creative Cloud Subscription, monthly
03/27/2026		1,740.14	PROVANTAGE	Replacment Security Camera
03/27/2026		2,621.08	AMAZON RETA* BP3W72141	Replacment Computers
03/27/2026		103.96	AMAZON RETA* BD5GM4DM2	UPS Protector

Statistical Dashboard

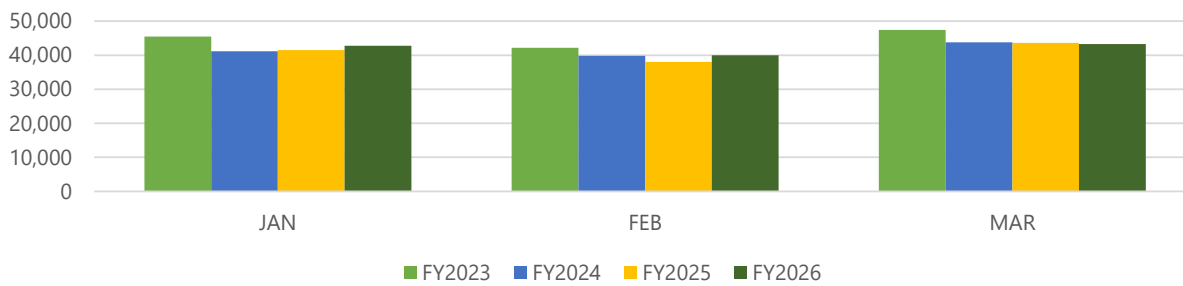
FY2026 Q3 [01/01/2026 - 03/31/2026]



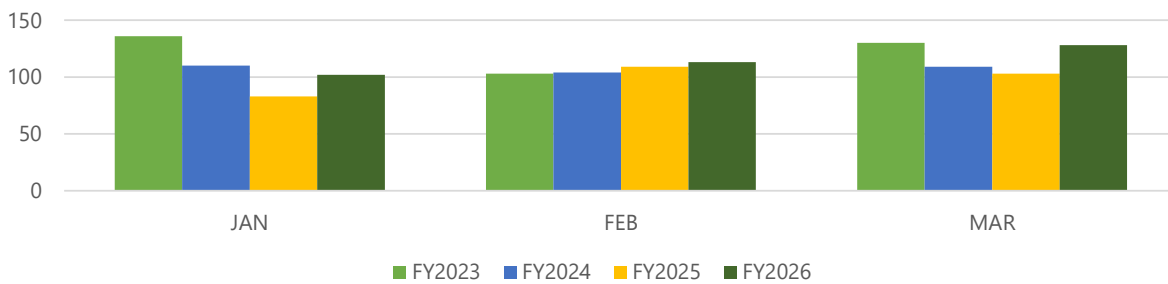
Library Visits



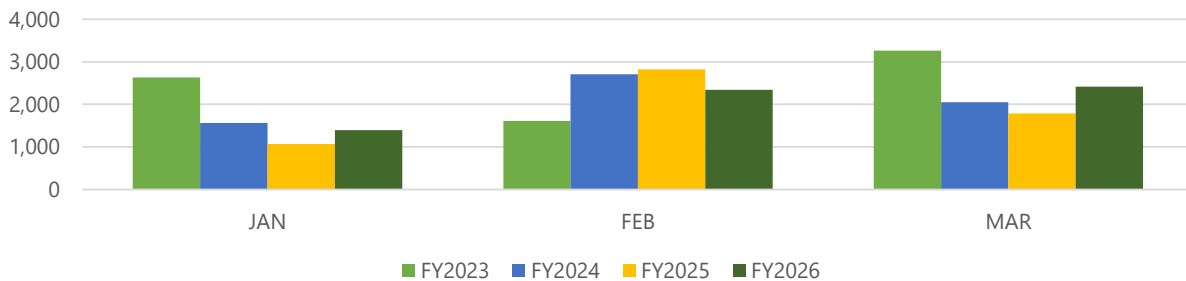
Circulation



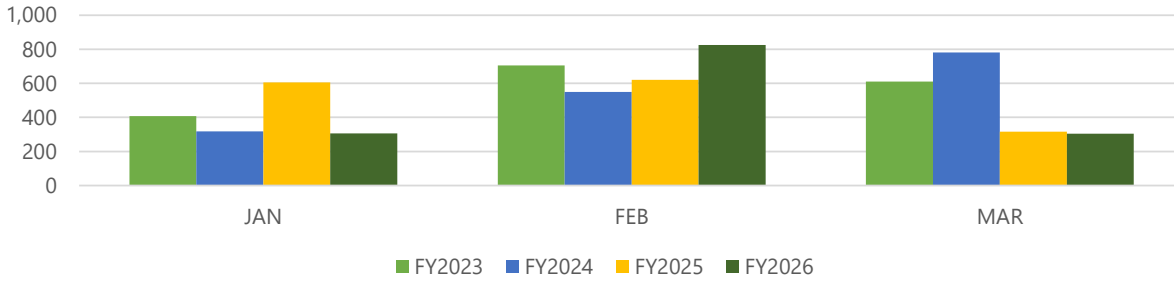
Programs



Program Attendance

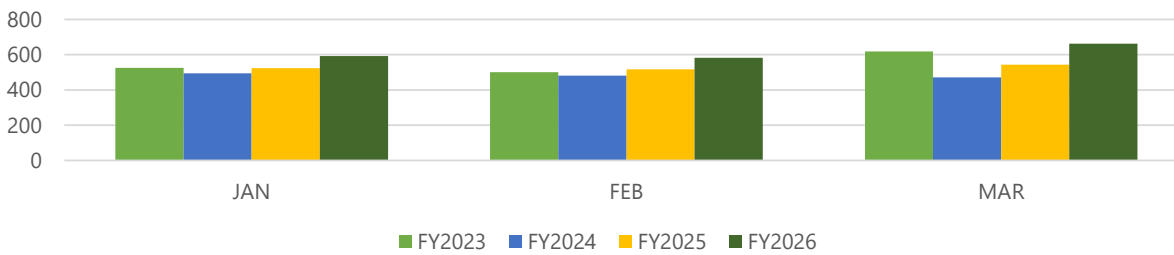


New Cardholders

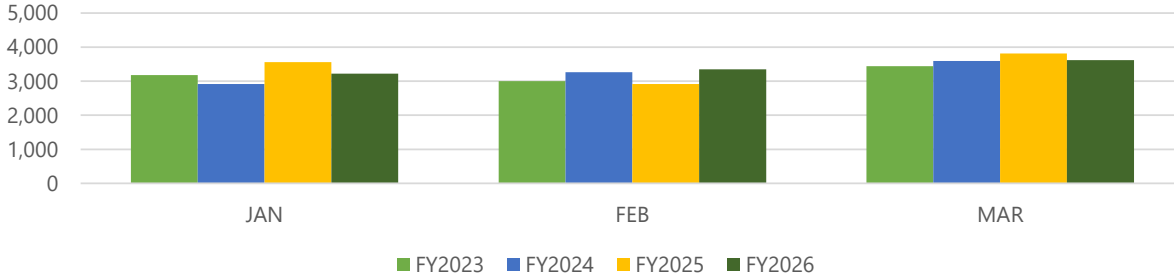


Spaces

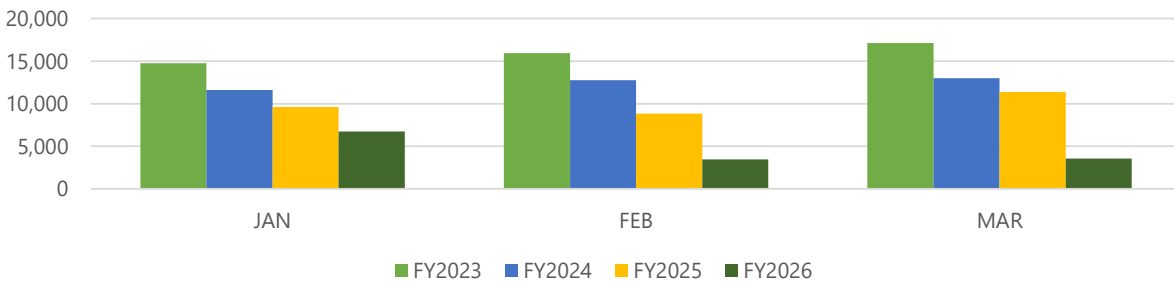
(meeting/study rooms + makerspace)



Public Computers



WiFi



DIRECTOR'S REPORT | April 2026

Library Operations

Assistant Director Position

While we are sad to see Lexie leave Davenport Public Library, we are excited for her as she begins her new role as Library Director at LeClaire Community Library. We wish her continued success in this next chapter!

PLA Annual Conference

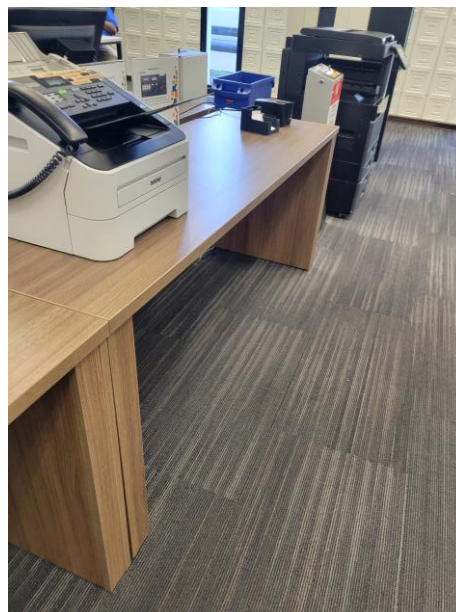
Six employees were able to attend the Public Library Association (PLA) Annual Conference in Minneapolis, MN, with a combination of in-person and virtual participation.

Library Blog

We are excited to be launching a new library blog! This new platform will bring together content from our current blogs—Info Café, Primary Selections, and Davenport Votes—into a single, easy-to-access hub for our patrons. Consolidating our blogs will help expand the reach of our content and better support accessibility requirements. The existing blogs will remain available as legacy resources but will no longer be updated.

Accessibility Improvements

The table previously used for the print-release station and fax machine at the Main Library was replaced with a lower, ADA-accessible table to improve access for all patrons.



Historical Plaque at the Main Library

The commemorative plaque previously approved by the Historic Preservation Committee has been installed at the Main Library.



Library Materials & Programming

GLOE Trips

First Grade GLOE (Grade Level Outreach Experience) visits began on March 31 and will continue through May 5. Library staff are visiting every Davenport Community Schools elementary school to distribute library cards, provide in-person storytimes and crafts, preview the Summer Reading Challenge, and check out books using the OWL.

Civil Rights Exhibition

The *Davenport's Civil Rights Movement* exhibition has traveled from Fairmount to Eastern and is currently on display at the Main Library through the end of April.



Makerspace

Interest in our Makerspace programs and room bookings continues to grow. To help meet demand, Information Services staff are offering additional sessions of popular programs when registration fills quickly. We are also continuing to explore options for expanding open hours in the space.

Library Stories Campaign

Keep an eye out for the launch of our Library Stories campaign next month! As part of our advocacy efforts, leadership has developed a plan to regularly collect impact stories from our patrons. Follow our social media channels to learn how you can share your own library story and help highlight the difference The Library makes in our community!

Little Free Library

Main's book sale area has transitioned to a Little Free Library! This change allows materials to be even more accessible to patrons using the space. All items available in the Little Free Library are donated. Thank you to the Davenport Library Foundation for supporting this initiative!

Community Relations

Leadership & Service

I am currently serving a three-year term as Director on the ILA Executive Board and am in my second year as Chair of the RiverShare Libraries Assembly of the Whole. I am also serving on the Executive Board of the American Red Cross of the Quad Cities and Northwest Illinois and volunteer with a local Scouting America troop.

Community Partnerships

The Library participated in multiple community initiatives, including the City of Davenport transit study and an Eastern Iowa Community College (EICC) partnership event. We are also participating in an upcoming bi-state working session on unsheltered homelessness coordinated by the Quad Cities Community Foundation. I also met with the Project Director for Coordinates QC, a newly formed nonprofit focused on developing a collaborative nonprofit campus to strengthen organizational capacity and improve community access.

Davenport U (Citizens' Academy)

I coordinated the icebreaker activity for the opening night, which was well received. I also met with Mayor Gordon for an orientation and tour of the Main Library, coordinated the proclamation for National Library Week, and scheduled the joint meeting between City Council and the Library Board of Trustees for June 30, 2026, at 3:45 p.m. (location TBD).

Library Stories

- A patron contacted The Library via Facebook to thank Special Collections Supervisor Kathryn Whalen for assisting with research related to a Harry Weese–designed home. The patron shared appreciation for The Library’s support over 15 years of collaboration with USModernist.org and noted that a special thank-you will be added to their website.
- Alderman Holloway shared appreciation for partners who helped promote the March 12 Opportunity Knocks Job Fair, noting that more than 120 individuals moved closer to securing quality employment.
- Rachel Rugg (Information Services Librarian) presented to the Alpha Kappa Delta sorority about Library resources. A member later visited The Library and shared enthusiasm about discovering and using new services.
- Brittany Peacock (Youth Services Supervisor) reported positive feedback from Stride East regarding the monthly deposit collection, noting that the new books have significantly enriched their storytimes.
- Brittany Peacock also shared feedback from Meadowview, where residents expressed gratitude for outreach services during Library Outreach Week, including a handwritten card thanking Michelle Frieden (Youth Services Library Assistant) for her ongoing efforts.
- During biometric screenings, a healthcare worker recognized a Library badge and shared how her nephew loves the Tuesday morning *Walkers and Wigglers* storytime, including singing the songs at home. While her sister’s family lives in Bettendorf, they prefer the Davenport Public Library storytime. Way to go Christie Seagren (Youth Services Librarian)!
- **Comment Cards:**
 - *Main Library:* “Library was clean and quiet. The ladies were incredibly respectful. The book layout is incredible with many eye-catching books on display.”
 - *Makerspace:* “I use the makerspace for sewing and screen printing on garments for my clothing brand. I have the vision of being world renowned and the makerspace provides me with so much value, so thank you and all of the staff! ♥♥♥ I also would be so extremely appreciative if the library could get me an embroidery machine because I know this would take me to the next level.”

Library Programs — Upcoming

Below is a curated selection of upcoming programs that may be of interest to Trustees. A full calendar is available at <https://davenportlibrary.libcal.com>.

- **Davenport Junior Theatre Workshops** — Various dates
Children and teens explore acting, musical theatre, and puppetry through hands-on activities and games.
- **Adult DIY: Watercolor Mug** — Saturday, April 25, 2:00 p.m., Main
Create a custom watercolor mug using infusible ink and a mug press. Registration required.
- **Itchin' for Stitchin'** — Tuesday, April 28, 3:30 p.m., Eastern
Learn basic embroidery skills and create fun projects. Ages 7+.
- **Social Security, Retirement Income & Tax Planning Basics** — Thursday, April 30, 6:30 p.m., Fairmount
Learn how changes in Social Security rules and structured income planning affect retirement success.
- **Free Comic Book Day** — Saturday, May 2, 9:30 a.m., Eastern
Celebrate comics, manga, and graphic novels with free comics and activities. Ages 7 to 700.
- **Safety Around Water with the YMCA** — Monday, May 4, 4:00 p.m., Eastern
A story-based water safety program designed to promote literacy and confidence around aquatic environments.
- **Monster Society Presents: The Creatures of Star Wars** — Thursday, May 7, 4:30 p.m., Eastern
Learn about monsters from the Star Wars universe and complete a themed craft.
- **Mental Wellness with Vera French** — Thursday, May 7, 6:30 p.m., Fairmount
Learn practical techniques to support mental wellness.
- **Dog Tales** — Saturday, May 9, 2:00 p.m., Fairmount
A pup-themed storytime followed by a Read to a Dog session with QCCAN therapy dogs.
- **Secret Service: A Day in the Life** — Monday, May 11, 6:30 p.m., Eastern
Agent Talbot Berry shares his experiences protecting seven U.S. presidents.

DAVENPORT PUBLIC LIBRARY Gift Acceptance Policy

1. Statement of Purpose

- 1.1. The Davenport Public Library Board of Trustees establishes this Gift Acceptance Policy in support of The Library's mission. The Library welcomes donations from individuals, businesses, and organizations that help enhance its collections, programs, events, spaces, and services. The Board affirms that gifts of money, items, or in-kind contributions are consistent with The Library's role in the community and contribute to maintaining or improving service levels.
- 1.2. Donors are encouraged to make direct contributions to the Davenport Public Library Foundation, a 501(c)(3) tax-exempt organization. Gifts to the Foundation are tax-deductible as provided by law.
- 1.3. This policy governs the acceptance of gifts by The Library and provides guidance to prospective donors and their advisors. The following types of gifts fall within the scope of this policy:
 - Monetary gifts
 - Books and other print materials
 - Audiovisual materials
 - Art and photographic works
 - Equipment
 - Other in-kind gifts or services
 - Property of significant value, including real estate or securities
 - Planned gifts, including willed donations, bequests, and endowments
 - Remainder interests in property
 - Oil, gas, and mineral interests
 - Bargain sales
 - Life insurance gifts
 - Charitable gift annuities
 - Charitable remainder trusts
 - Charitable lead trusts
 - Retirement plan beneficiary designations
 - Life insurance beneficiary designations

2. Definitions

- 2.1. **Bequest:** A donor's transfer of money or property to The Library at death through a will or trust.
- 2.2. **Gift—Deferred:** A commitment made during the donor's lifetime that The Library will receive at the donor's death or after a defined term (e.g., bequests, life insurance death benefits, retirement assets).
- 2.3. **Gift—Outright:** A current gift involving the donor's transfer of money or property to The Library without receiving economic benefit in return. The donor may place usage restrictions but retains no control after the transfer. Examples include cash, securities, tangible personal property, or certain real estate.
- 2.4. **Gift—Planned:** Any outright or deferred gift that requires the involvement of a professional advisor (e.g., gifts of securities, real estate, or split-interest gifts). **Planned Gifts may include grants from donor-advised funds when professional financial or legal advisors are involved in structuring the gift.**
- 2.5. **Gift—Split-Interest:** A gift in which the donor transfers an interest in an asset to The Library while retaining an income stream or remainder interest. Types include:
 - 2.5.1. **Charitable gift annuity:** Donor transfers property in exchange for lifetime annuity payments.
 - 2.5.2. **Remainder interest in a residence or farm (life estate):** Donor deeds property to The Library but retains lifetime residency rights.
 - 2.5.3. **Charitable remainder trust:** Income paid to donor or beneficiaries for life or a term, with remaining principal going to The Library.
 - 2.5.4. **Charitable lead trust:** Annual distributions paid to The Library for a term, with remaining assets returning to the donor or other beneficiaries.
- 2.6. **Partner:** An institution, organization, business, or individual that collaborates with The Library to provide public programs or services in ways that are mutually beneficial and aligned with both missions. No exchange of funds is involved.
- 2.7. **Sponsor:** An institution, organization, business, or individual who contributes financial or in-kind support for a collection, service, or program.
- 2.8. **Sponsorship:** A mutually beneficial exchange in which a sponsor provides cash or in-kind support and receives recognition or reciprocal value in return. Sponsorship does not imply Library endorsement of the sponsor's products or services.

2.9. Tangible Personal Property: Physical items such as art, furniture, collectibles, jewelry, vehicles, equipment, and similar personal property.

3. Implementation

- 3.1. All gifts are accepted with the donor's understanding that The Library may handle or dispose of the gift in the manner that best serves The Library's interests.
- 3.2. The Library cannot provide appraisals for tax or other purposes.
- 3.3. Recognition of gifts, including naming opportunities, will be determined by the Board on a case-by-case basis.
- 3.4. Questions about potential donations should be directed to Library Administration or designee, which can provide applicable procedural guidelines. The Library reserves the right to refuse any gift.

4. General Considerations

- 4.1. The Library may seek legal counsel regarding the acceptance of certain gifts. Review by counsel is recommended for:
 - 4.1.1. Transfers of closely held stock subject to restrictions or buy-sell agreements.
 - 4.1.2. Documents naming The Library as trustee.
 - 4.1.3. Gifts involving contracts or obligations, including bargain sales.
 - 4.1.4. Transactions with potential conflicts of interest that may invoke IRS sanctions.
 - 4.1.5. Any other instances where legal review is deemed advisable by the Board.
- 4.2. The Library encourages prospective donors to consult their own legal and financial advisors regarding the tax and estate implications of their gifts.
- 4.3. The Library accepts unrestricted gifts and gifts designated for specific purposes if they align with The Library's mission and priorities. The Library will not accept gifts that are overly restrictive, including:
 - 4.3.1. Gifts that are too difficult to administer.
 - 4.3.2. Gifts intended for purposes outside The Library's mission.
- 4.4. Final decisions about the restrictive nature or acceptance of any gift rest with the Board.

5. Responsibility & Termination

- 5.1. The Board is responsible for reviewing, screening, and accepting all planned gifts when appropriate.
- 5.2. In accordance with City of Davenport Administrative Policy and Iowa Code Chapter 682 (Iowa Gift Code), Library employees are prohibited from accepting personal gifts with a value of more than \$3.
- 5.3. The Board reserves the right to terminate any existing sponsorship if it conflicts with this policy or no longer serves the best interests of The Library.

TO: Library Board of Trustees
FROM: Jeff Collins, Library Director
DATE: March 30, 2026
RE: Circulation Policy

Summary

The Circulation Policy, originally approved in 1992, is due for its routine three-year review. We reformatted the document to reflect the updated policy template, and reviewed the content to ensure compliance with current law and consistency with existing practices.

Background

The Circulation Policy is one of four core policies required for accreditation. It defines eligibility to borrow library materials and outlines borrower responsibilities. A corresponding procedure provides detailed guidance for staff on the various card types and their associated rules.

We gathered feedback on the policy from both the Leadership Team and the IDEA Team.

Recommendation

Discussion only at this meeting, with action requested in May.

Budget Consideration

None.

Attachments

- Circulation Policy (current)
- Circulation Policy (proposed)

DAVENPORT PUBLIC LIBRARY

Circulation Policy

1. Statement of Purpose

- 1.1. The Davenport Public Library Board of Trustees establishes this Circulation Policy to guide the lending of library materials in support of The Library's mission.
- 1.2. This policy ensures that all eligible borrowers have equitable access to The Library's circulating collections.

2. Borrower Eligibility

- 2.1. Borrowing privileges are available to the following individuals and organizations:
 - 2.1.1. Residents of Davenport and Rock Island Arsenal and their minor dependents.
 - 2.1.2. Nonresidents who pay property tax in Davenport and their minor dependents.
 - 2.1.3. Employees who work at businesses, organizations, and nonprofits located in Davenport, including educators.
 - 2.1.4. Residents of Iowa who qualify through the state's Open Access program.
 - 2.1.5. Residents served by Illinois libraries participating in Interstate Borrower Agreements.
 - 2.1.6. Nonresidents from anywhere in the United States who present a valid public library card.
- 2.2. Applicants must provide verification of identity and eligibility to obtain borrowing privileges.

3. Borrower Responsibilities

- 3.1. Borrowers are responsible for:
 - 3.1.1. All use of their library card.
 - 3.1.2. All materials checked out on the card and any associated charges.
 - 3.1.3. Reporting a lost or stolen card promptly; borrowers are responsible for all use of the card until the loss is reported.

3.1.4. Notifying The Library of changes to their name, address, or contact information.

3.1.5. Complying with all library policies and procedures.

3.2. Failure to return materials may result in suspension of borrowing privileges, fees, and/or legal action in accordance with state and local laws.

4. Privacy and Confidentiality

4.1. This policy aligns with The Library's commitment to protecting patron privacy, the provisions of Iowa Code §22.7 (Confidential Records), and RiverShare Libraries policies. For additional information, refer to The Library's Confidentiality and Privacy Policy.

Davenport Public Library Circulation Policy

Davenport Public Library Board of Trustees establishes this policy to govern circulating materials for public use in support of the Library's mission to connect a diverse community to resources that inform, enrich, educate, and entertain. This policy assures that eligible borrowers have as much access as possible to the Library's circulating collection.

Borrower Eligibility

The following individuals and groups are eligible for borrowing privileges:

- Residents of Davenport and Arsenal Island, and their minor dependents.
- Nonresidents who pay property tax in Davenport and their minor dependents.
- Businesses and nonprofits located in Davenport, including educators.
- Residents of Iowa through the Open Access program.
- Residents from Illinois libraries with Interstate Borrower Agreements.
- Nonresidents with a valid card from another public library in the United States.

To obtain borrowing privileges, applicants must provide verification of identity and eligibility.

Borrower Responsibilities

A borrower is responsible for:

- All use of the card.
- All items borrowed and for charges incurred through use of the card.
- Reporting loss or theft of the card to the Library and all use of the card until the loss is reported.
- Informing the Library of changes to the borrower's name, address, and other contact information.
- Abiding by the Library's policies and procedures.

Unreturned materials may result in the loss of borrowing privileges and/or legal proceedings pursuant to state and local laws.

This policy is consistent with the principles of the right to privacy and the [Code of Iowa 22.7 Confidential records](#) and RiverShare Libraries policies. Refer to the [Confidentiality and Privacy Policy](#) for more information.

Approved by the Library Board of Trustees: 07/02/1992

Reviewed/Revised: 09/21/1995 | 04/01/1997 | 04/23/1998 | 03/22/2001 | 04/20/2002 | 04/24/2003 | 08/15/2006 | 01/15/2008 | 05/17/2011 | 05/20/2014 | 09/19/2017 | 03/17/2020 | 05/16/2023

Accreditation & Designations



Federal Depository Library Program

Purpose: Program exists to ensure that the American public has access to Government information in depository libraries throughout the United States.



ACCREDITATION

Purpose: Accreditation/Standards program designed to support the development of high-quality libraries in Iowa by giving public libraries a tool to identify strengths and areas for improvement; documenting the condition of public library service in Iowa; and creating a formula to distribute Direct State Aid funding.

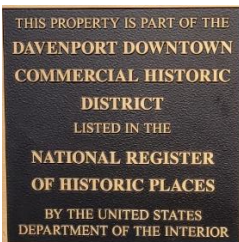


Purpose: Part of a nationwide network of academic, public, and state libraries designated to support the public with trademark and patent assistance.



CERTIFIED SILVER LEED®

Purpose: LEED (Leadership in Energy and Environmental Design) is a green building certification program used worldwide to set rating systems for the design, construction, operation, and maintenance of green buildings, homes, and neighborhoods, which aims to help building owners and operators be environmentally responsible and use resources efficiently. LEED is a design tool rather than a performance-measurement tool and has focuses on energy modeling rather than actual energy consumption.



Purpose: To identify and preserve historic landmarks. In 2019, the building was listed on the Davenport Register of Historic Properties. In 2020, the building was included as a contributing property in the Davenport Downtown Commercial Historic District on the National Register of Historic Places.



Purpose: Provides access as an Affiliate Library to FamilySearch’s digital genealogical collections that are otherwise accessible only through a FamilySearch Center. Patrons gain access to over 2 billion digitized records, including 400 million images that are currently not available to the public outside of an Affiliate Library of a FamilySearch Center.



Purpose: Quad Citizens Affirming Diversity (QCAD) Safe Connect program is an ongoing project focused on recognizing businesses that are owned, operated, employ, or serve LGBTQIA+ people in the Quad Cities area to create a network of supportive and safe spaces to patrons.



Purpose: KultureCity certifies an organization as a trained and trusted advocate for those with sensory needs. Certification gains access to online training for staff; provides sensory bags equipped with items to assist individuals in managing sensory input while they’re visiting a facility, such as noise-cancelling headphones, fidget toys, weighted lap pads, and “feeling thermometer” communication cards; and signage and Kulture City app-presence to designate The Library as a Sensory Inclusive Location.



Purpose: Designation indicates an organization is committed to creating a welcoming, safe, and respectful space for people living with dementia and their caregivers.