

Bettendorf Public Library
 Information Center
 Board of Trustees Meeting
 Thursday, December 11, 2025
 5:00 P.M.

Malmros Room, Bettendorf Public Library



Bettendorf
 PUBLIC LIBRARY

Agenda Item	Responsibility	Action	Result
1. Roll Call	Covella		<p>Present: Val Horvat, Darrin Lindquist, David Pratt, John Rabine, Archana Wagle (Zoom) Absent: Doug Lindstrom Others present: Jillian Aschliman, David Otten, Heather Gibbs, Paul Odell, Hayleigh Covella, Sharon Sarver, Lynn Lawler</p> <p>Horvat called the meeting to order at 5:00 p.m.</p>
2. Consent Agenda <input type="checkbox"/> Approve Meeting Agenda: December 2025 <input type="checkbox"/> Approve Meeting Minutes: November 2025 <input type="checkbox"/> Approve Payment of Library Invoices: November 2025	Horvat	Approve	Motion to approve consent agenda by Lindquist, second by Rabine. Motion carried.
3. Public Forum -Limit of 3 minutes per person	Horvat		Lynn Lawler, whose appointment to the Library Board is pending a vote at the next

			Council meeting, introduced herself and came to observe the meeting.
4. Correspondences	Aschliman		Aschliman shared correspondence.
5. Staff & Supporting Organization Reports <ul style="list-style-type: none"> • Director's Report • Division Reports • Friends of the Library • BPL Foundation 	Aschliman Division Heads Odell Sarver/Pratt	Updates in written report	<p>Director's Report</p> <p>Aschliman reported that the Outreach Vehicle has reached the warehouse. The expected completion date is in the second quarter of 2026.</p> <p>The library closed due to a snow event on November 29. Aschliman reviewed what she considers in deciding whether to close the library.</p> <p>Aschliman also consults with City Administration, the Family Museum, and Parks. Closures are posted on the website and the City pushes the information out to the news agencies.</p> <p>Aschliman noted that this is Odell's last meeting. He retires on January 2. She will announce his replacement next week and they will continue succession planning.</p> <p>City Department Heads met to discuss Capital Improvement Project proposals.</p>

			<p>The Learning Campus has a standing request for sidewalk replacement, and Aschliman is told they will be replaced this year. She has also put in a request for FY28 to renovate the library's Storytime Room, including adding a space for nursing mothers. That room hasn't been updated since the 1990s.</p> <p>Aschliman met with new Councilmember Flaherty to orient him with the library, but his family are already avid library users. Councilmember Flaherty has been instrumental to the library's SCORE programming. He is very impressed with the facility.</p> <p>Aschliman attended ILA Planning Day in Coralville on November 21. They discussed how to better communicate with Elected Officials, especially advocating how much impact libraries have in Iowa.</p> <p>On December 3, it was announced that all federally funded grants provided by IMLS to libraries and museums have been reinstated. That funding funnels through the state library, which then allocates it to libraries and museums in the state. In</p>
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			<p>Iowa, IMLS funding makes up about 50% of the state library's budget. They do not know what that funding will look like going forward. It is still important to make sure people understand what that funding does for libraries.</p> <p>Monthly kudos goes to Cherri Billingsly, who has worked at the library for 21 years. She announced this week that she is retiring at the end of the year. Cherri does a lot of the library's very important processes, like billing missing materials. She is a dependable and kind staff member who gives excellent customer service. We will miss her!</p> <p>The Library won the Gold Award through W3 Awards, which recognizes excellence in digital content, experiences, and creativity. Twin State, the vendor we used to design the website, submitted the website to the association.</p> <p>For community events, Aschliman attended the Economic Forecast Breakfast for the Quad Cities Chamber. She has volunteered to participate in the Iowa League of Cities Conference, which will be</p>
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			<p>in Bettendorf next year. This Sunday she is helping with the 'Tis the Season holiday event the City hosts for seniors.</p> <p>Customer Service Gibbs noted that the two new clerks are getting trained. Cherri's retirement will leave an open position.</p> <p>In an effort to address the teens' behavior, Gibbs assigned her staff Part 1 of a 3-part series on working with teens.</p> <p>Last month, the library switched over to Square point-of-sale system. Both clerks at the front of the desk now have register terminals.</p> <p>Gibbs reminded the Board that the fees for ILLs will go into effect soon. That will start right before an upcoming postage rate increase.</p> <p>Collection Services Otten announced that there have been several changes to the Library's newspapers collection. The <i>QC Times</i> and <i>Dispatch-Argus</i> stopped publishing print editions of the Monday paper on</p>
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			<p>November 3. We are no longer able to get the <i>Iowa City Press Citizen</i>, as they were going to double the subscription cost. After January 1, the Library will no longer receive the <i>Chicago Sun-Times</i> because they have ceased mailing it. <i>The New York Times</i> changed their mailing process, and we currently receive editions two to three days late. The team is exploring digital options and how to provide access despite these changes.</p> <p>Both RiverShare committees Otten is part of reviewed VEGA updates and cleaned up old logins to the consortium, which they will start doing annually.</p> <p>We are currently experiencing shipping delays with our orders from Ingram. That wasn't unexpected with Baker and Taylor going out of business, but this week we only received one item.</p> <p>Otten provided a report created by the Tech Services Coordinator that shows if patrons only pick up holds, check out a book after browsing, or both when they visit the library. It shows that BPL had more visits than any other RiverShare branches,</p>
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			<p>including both Davenport branches combined. More of our patrons are coming in to browse, as hybrid and browsing visits make up about 75% of visitors. The report shows that library users are interacting with our materials, and we are on the right track in improving our browsing experience.</p> <p>Otten reported that for continuing education, he took a three-part course on Daily Driven Library Decisions. The Collections Division also continues to offer live training sessions to staff.</p> <p>Programming & Public Services</p> <p>Odell reported that programmers are currently focusing on Winter Reading Program and Discovery Fair.</p> <p>The Creation Studio continues to see a rise in traffic and use. Last Saturday, there were 30+ visitors over the course of three hours. The total use for November was 212, compared to 92 last November. There will likely be a drop in January as people will no longer be there creating holiday gifts. Skill-building sessions are starting to gain traction, and the Cricut is seeing so much</p>
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			<p>use the team is considering purchasing a second one.</p> <p>Friends of the Library The Friends Bookshop sales in November were \$4,271.85. There are 244 current members. They approved a wish list of \$3,330.20.</p> <p>Foundation Sarver reported that the Foundation received a grant from SCRA for just shy of \$26,000 to help purchase furniture for the teen area downstairs. They're expecting that to be a \$35,000 project. The Foundation has raised a total of about \$30,000 for the project and approved using Foundation funds to fill the \$5,000 gap.</p> <p>The year-end appeal has so far brought in about \$15,000. Sarver thanked the trustees who submitted a gift.</p> <p>Pratt noted that the Foundation discussed having a meet-and-greet with the Board of Trustees after the holidays. The trustees agreed. Sarver will coordinate.</p>
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			Rabine asked how this year's appeal is going compared to past years. Sarver said it's lower. The last director's strategy to cull the mailing list does not seem to have worked, so Sarver is returning to the mailing lists she has used in the past.
6. Policies/Contracts		None	None
7. Governance <ul style="list-style-type: none"> Review FY27 Library Budget January 2026 Meeting 	Aschliman	<ul style="list-style-type: none"> Review & approve Review & approve 	<p>FY27 Budget</p> <p>Aschliman provided a copy of the proposed FY27 library budget, including the FY26 budget for comparison. She noted that she did not make any big requests or changes.</p> <p>Motion to approve the FY27 Library Budget by Pratt. Second by Lindquist. Motion carried.</p> <p>January 2026 Meeting</p> <p>Aschliman noted that she is not available for the meeting on January 9 and proposed moving it back a week or submitting her materials and having staff oversee that meeting. The trustees preferred changing the meeting date. The January meeting will be held on January 15.</p>

			Motion to move January meeting to January 15 at 5:00 p.m. by Lindquist. Second by Rabine. Motion carried.
8. Trustee Subcommittee Reports <ul style="list-style-type: none"> • Board Recruitment Update 	Horvat/Aschliman		Aschliman reported that Lawler's appointment is on the City Council's consent agenda on December 16. Once that is approved, she will officially be a trustee.
Adjourn Next Meeting – January 15, 2026	Horvat		Motion to adjourn by Lindquist, second by Rabine. Meeting adjourned at 5:46 p.m.