

Bettendorf Public Library
 Information Center
 Board of Trustees Meeting
 Thursday, March 12, 2026
 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, Lynn Lawler, Darrin Lindquist, David Pratt, John Rabine, Archana Wagle (Zoom)</p> <p>Absent: Doug Lindstrom</p> <p>Others present: Jillian Aschliman, David Otten, Heather Gibbs, Andy Miller, Kathleen Richlen, Hayleigh Covella</p> <p>Horvat called the meeting to order at 5:01 p.m.</p>
2. Consent Agenda <input type="checkbox"/> Approve Meeting Agenda: March 2026 <input type="checkbox"/> Approve Meeting Minutes: February 2026 <input type="checkbox"/> Approve Payment of Library Invoices: February 2026	Horvat	Approve	Motion to approve consent agenda by Lawler, second by Lindquist. Motion carried.
3. Public Forum -Limit of 3 minutes per person	Horvat		None
4. Correspondence	Aschliman		Aschliman shared correspondence.

<p>5. Staff & Supporting Organization Reports</p> <ul style="list-style-type: none"> • Director's Report • Division Reports • Friends of the Library • BPL Foundation 	<p>Aschliman Division Heads Odell Sarver/Pratt</p>	<p>Updates in written report</p>	<p>Director's Report</p> <p>Aschliman and five staff members will attend the Public Library Association Conference in Minneapolis from 3/31-4/3.</p> <p>Staff had a great in-service on 2/25. There were team-building activities, training to supplement the Library's dementia-friendly certification, and a presentation from the Director of the North Liberty Library on intellectual freedom.</p> <p>The Outreach Vehicle is scheduled to be completed by 5/15. Post-production, there will be two weeks of testing, then delivery in early June. There will be a ribbon cutting event after it arrives.</p> <p>The Library is participating in the QC Arts Sculpture Program. The sculpture will rotate every year. The Friends are covering the annual fee.</p> <p>Aschliman and the management team attended HR's Leadership Training and discussed generational gaps in the workforce and managing individuals from different generations.</p>
---	---	----------------------------------	---

			<p>The City continued budget meetings this month. The library's proposed budget for next year is status quo, but management is discussing ways to demonstrate need for resources while proactively identifying ways to trim back.</p> <p>Working with the Public Works Director, Aschliman and the Family Museum Director have agreed to a new landscaping contract to ensure the campus is maintained. City Council approved the contract.</p> <p>RiverShare renewed its contract with Innovative for a six-year term. There is a 2% annual price increase, but with Clinton leaving the consortium, there was a \$10,000 price reduction. RiverShare members got an additional five hours of continuing education at no extra charge.</p> <p>Two library-related bills survived the first legislative funnel but are not yet scheduled for debate. If they do not pass the second funnel, they are no longer on the table for the year. Aschliman remains in conversation with local elected officials and continues to monitor the situation.</p>
--	--	--	--

			<p>Monthly kudos goes to Melissa Neff, a full-time clerk. Melissa is the reason the STEAM kits always have their component parts. She also creates beautiful displays with other staff in the youth area. She brings endless joy with her creative and fun fashion style, as well as her positive go-getter attitude. Recently, as part of the Library's Fun Committee, she created a DIY Valentine's Day station for staff to craft Valentines while on break.</p> <p>Programming and Public Services</p> <p>The Library held its first Preschool Fair last month. It had 103 attendees and hosted eight centers from the Bettendorf area.</p> <p>The Teen Environmental Summit on 2/28 was a huge success with 14 organizations present and 70 attendees.</p> <p>Battle of the Books has started. The regional battle is on 3/28.</p> <p>For National Library Week, the Library will host public tours. Educational packets will be provided highlighting library statistics, including total items in the collection, cost savings for patrons, etc. There will be a</p>
--	--	--	--

			<p>social media tie-in drawing attention to those numbers.</p> <p>For America 250 this summer, the Sons of the Union Veterans of the Civil War will present on Camp McClellan. Other programs are in the works.</p> <p>Chess Club has had excellent attendance, and the Creation Studio is still seeing high usage, especially for 3D printing.</p> <p>Customer Service</p> <p>Educator cards have been added to the statistics report as they have now been available long enough to compare numbers.</p> <p>Gibbs noted that the Library's goal is to have 50% of the Bettendorf population registered for a library card. Based on the 2020 census there are 58.2% registered, but using 2024 numbers it's 49.5%. She expects to meet the 50% goal. February saw a 10% increase in new card signups over last February.</p>
--	--	--	---

			<p>ILL postage costs have leveled out now that the fee has been in effect for a couple months.</p> <p>Collection Services</p> <p>Ingram provided the selection lists for the Outreach Vehicle. The Collections team has created an ordering schedule and will have everything ordered by 4/13.</p> <p>Otten met with Growing Libraries, a product the Library contracted with. They provide a GIS overlay of the city to show the concentration of library cardholders in each part of Bettendorf. That information will be used to plan Outreach Vehicle stops and library card campaigns.</p> <p>Otten provided a report from CollectionHQ in the Board packet. Overall, the Library's collection is doing really well compared to national peers.</p> <p>The team has been processing books for Battle of the Books to have them ready for today's event.</p> <p>Otten and the Tech Services Coordinator are working on streamlining statistical</p>
--	--	--	--

data collection and reporting for better comparison.

Friends of the Library

The Friends will hold elections in April. Everyone appears to be re-running for their current positions.

The Friends approved a wish list of \$13,525.

Foundation

Pratt reported that the Foundation approved the allocation for Free Comic Book Day. They have \$72,955 available to grant next year. Sarver noted that will be the Foundation's largest allocation to the library yet.

Sarver reported that Birdies for Charity starts in April.

Sarver will work on joining the tours Miller mentioned and including Foundation information in the packets.

Booker Bear has started. Bettendorf's event was in February, and Pleasant Valley's is at the end of March.

			Grant season is in full swing. Sarver's goal is to get \$50,000 in grants for Aschliman's lobby project.
<p>6. Policies/Contracts</p> <ul style="list-style-type: none"> Community Engagement Policy 	Aschliman	Review proposed changes and approve	<p>Aschliman proposed changes to the Community Engagement Policy in preparation for the Outreach Vehicle. The updated policy outlines how the vehicle will be utilized and gives staff guidelines on determining stops. The City Attorney is reviewing the draft MOU.</p> <p>Horvat noted a typo and requested a correction of "library and programs" to "library programs."</p> <p>Motion to approve Community Engagement Policy with Horvat's correction by Lawler, second by Lindquist. Motion carried.</p>
<p>7. Governance</p> <ul style="list-style-type: none"> Library Committees 	Horvat	Review Proposal	<p>Horvat noted that after last month's discussion about creating a Legislation Ad Hoc Committee, she and Aschliman met to discuss creating new committees.</p> <p>Aschliman provided a list of suggestions: advocacy, nominating, community engagement, and finance. The Board agreed to the proposed list. Aschliman</p>

			suggested members sign up for committees at the April meeting.
8. Trustee Subcommittee Reports			None
9. Closed Session: Library Director Annual Evaluation	Horvat, HR Director Kathleen Richlen		<p><i>The Library Board is meeting to conduct the performance evaluation of the Library Director. The Library Board may go into executive session under Iowa Code Section 21.5 (1)(i) to evaluate the professional competency of an individual if the individual requests a closed session and the public body finds the discussion will damage the reputation of the individual.</i></p> <p>Horvat noted that Aschliman submitted a written request for closed session and permission was granted. Horvat asked if Aschliman confirms she would like to conduct her performance review in executive session. Aschliman confirmed.</p> <p>Motion to enter closed session by Lawler, second by Lindquist. Motion carried</p> <p>The Library Board entered closed session at 5:43 p.m.</p>

			<p>The Library Board entered open session at 6:10 p.m.</p> <p>Motion to enter open session by Pratt. Second by Rabine. Motion carried.</p> <p>Motion to direct City staff to take actions discussed in closed session by Lawler, second by Lindquist. Motion carried.</p>
<p>10. Adjournment Next Meeting – April 9, 2026</p>	<p>Horvat</p>		<p>Motion to adjourn by Lindquist, second by Pratt. Meeting adjourned at 6:11 p.m.</p>