

MINUTES

CEDAR FALLS PUBLIC LIBRARY (CFPL)

MEETING

BOARD OF TRUSTEES

February 7, 2018 4:00 PM

Cedar Falls Public Library

In Attendance:

Staff: Jay Robinson, Kelly Stern, Amy Stuenkel, Erin Thompson, Kimberly Nicholson
Gretchen Behm, Cynthia Snell, Katelyn Browne, Jim Kenyon, Mike Sulentic

Guest: Jennifer Rodenbeck

- I. Call to Order
- II. Agenda: Corrections/additions/deletions/approval
 - a. Motion: Gretchen Behm, second Jim Kenyon
 - b. Approval
- III. Minutes: Corrections and approval
 - a. Motion: Jim Kenyon, second Cynthia Snell
 - b. Approval
- IV. Communication from Officers: Action appropriate to the communications
- V. Bills: Corrections/additions/deletions/approval
 - a. General Fund, Levy Fund, Grant Funds
 - b. Financial Reports (General, Levy, Grants, Foundation Funds)
 - c. Motion: Gretchen Behm, second Jim Kenyon
 - d. Approval
- VI. Usage Report-
Hoopla/Freegal numbers swapped, adjusted
- VII. Directors Report
 - a. Food for fines in May-
 - i. May 21-31
 - ii. Fines forgiven for food donation
 - iii. Lost item fees not waived
 - b. Schedule US Bank representative to talk to Board in May--Troy Smith
 - c. Board member recruitment update
 - i. Paul Gray stepped down
 - ii. 3 male applicants: Charles Blair-Broecker, Larry Hayes, Eric Giddons
 - iii. Still accepting applications
 - d. CVCF board vacancies
 - i. 17-21 Members
 - ii. Two openings upcoming
 - e. New CVCF grant request, "1000 Books" (see attached)
 - f. Budget process upcoming
 - i. Jay reviewed budget cycle with Jennifer Rodenbeck
 - ii. Proposal for decrease on residential taxes, increase on commercial
 - iii. Council will vote on City budget in two weeks

- g. Reminder Annual Report Breakfast, February 23
Open to staff, Friends of the Library, City Council, and Library Board and Council officers
- h. Special Board meeting, 4 pm on February 27 - City pay plan presentation
 - i. Staff information meetings early in the day
 - ii. Presentation for Board members in the afternoon
- i. Misc.
- VIII. Misc. Informational reports from Department Heads
 - a. Public Services and Reference
 - i. ISU Extension: April Gardening Classes
 - ii. March 30 Academy Award Film Series
 - b. Youth Department
 - i. Spring Break events, including performers
 - ii. All Iowa Reads/kids/teens webinar next week
 - iii. Bridge to Reading:
 - 1. CFCF funded nominee kits for Traveling tales and schools
 - 2. Reading nominated books during storytime
 - iv. CVYR feature books purchased by FOTL have arrived
 - v. UNI athletes will be volunteering in Youth Dept.
 - c. Technology Librarian
 - i. Dungeons & Dragons program
 - 1. Character creation last month
 - 2. This month character painting
 - 3. March basic game play workshop
 - ii. Writers of the Cedar Valley
 - 1. Funding secured for anthology
 - 2. March & April open call for members
 - 3. Each contributor will get a copy of the anthology
 - iii. Cultural Literacy program
 - 1. Feb 27 Mental Health
 - 2. March Journey Foundation
 - 3. April/May Gender Equality/Religion
 - iv. Tech update
 - 1. Staff PC upgrade
 - a. Reference
 - b. Circulation
 - c. Advanced Systems-copier upgrades, awaiting estimates
 - 2. Wordpress for new Library website
 - v. Co-Lab update
 - 1. Met with City Planner and Architect
 - 2. Waiting to receive plans
 - 3. Pricing out large technology e.g.. 3d printer etc.
- IX. Referred for Board action
 - a. Approve Food for Fines
 - i. Motion: James Kenyon, second Gretchen Behm

- ii. Approval
 - b. Funding request for 1000 Books Before Kindergarten - \$2,500 Ray
 - i. Motion: Gretchen Behm, second Jim Kenyon
 - ii. Approval
- X. Reports of Standing and Special Committees: Action appropriate to the reports
 - a. Friends of the Library-
 - i. Katelyn went to meeting
 - ii. 11 new members
 - iii. FotL cancelled bulk mail account
 - iv. Book nook volunteers received \$10 book nook certs
 - v. Soup lunch will be in March
 - vi. Contributed \$100 to ALA disaster fund for Caribbean libraries
 - vii. Nominating and budgeting committee
 - b. Finance
 - i. 1000 Books grant approved to Board
 - c. Personnel
 - d. Library Art Committee
- XI. Unfinished Business
- XII. New Business
- XIII. Public Forum: docketed items
- XIV. Adjournment
 - a. Motion: Gretchen Behm, second Jim Kenyon
 - b. Approval

