

MINUTES

CEDAR FALLS PUBLIC LIBRARY (CFPL)

MEETING

BOARD OF TRUSTEES

January 3, 2018 4:00 PM

Cedar Falls Public Library

In Attendance

Staff: Kelly Stern, Amy Stuenkel, Jay Robinson, Erin Thompson, Kimberly Nicholson

Lynn Blair-Broeker, Molly Cormaney, Mike Sulentic, Jim Kenyon, Seth Chadwick

Guest: Jennifer Rodenbeck

- I. Call to Order-Mike Sulentic
- II. Agenda: Corrections/additions/deletions/approval
 - a. Motion: Molly Cormaney, second Jim Kenyon
 - b. Motion passed
- III. Minutes: Corrections and approval
 - a. Motion: Lynn Blair-Broeker, second Jim Kenyon
 - b. Motion passed
- IV. Communication from Officers: Action appropriate to the communications
- V. Bills: Corrections/additions/deletions/approval
 - a. Motion: Molly Cormaney, second Lynn Blair-Broeker
 - b. Motion passed
 - c. General Fund, Levy Fund, Grant Funds
 - d. Financial Reports (General, Levy, Grants, Foundation Funds)
- VI. Usage Report
 - a. Overdrive statistics higher than thought (analytics anomaly)
 - b. Netbook usage low, Chromebooks available soon
- VII. Director's Report
 - a. Introduction of New Director Jay Robinson
 - b. Staffing update re: Shelver & Intern
 - i. Interviews this week
 - ii. Approx. 24 qualified applicants
 - c. Director Jay Robinson will attend CFCF Meeting in January
 - i. Funding sources for library
 - ii. Follow up with Co-lab project
 - iii. Advocate for Library Representation on CFCF Board
 - d. Misc.
 - i. Coffee with Board members
 - ii. Library update at February Council Breakfast
 - iii. Met with Jennifer, Craig and Co-lab team. Will do preliminary walk through with City representative and Erin Thompson Thursday, January 4th

- VIII. Misc. Informational reports from Department Heads
 - a. Public Services and Reference
 - i. D&D Events with Insomnia Cookies
 - ii. Library of Things is circulating
 - iii. Weeding 2016 Magazines
 - b. Youth Department
 - i. Special Access Hour Sat 8-9am Sensory Disorders
 - ii. Sunday, January 14th Young Writers of the Cedar Valley
 - iii. Homeschool Groups: Research Guide for families, magazines
 - iv. Increase statistics for underperforming collections
 - c. Emerging Technologies Librarian
 - i. Chromebooks
 - 1. Naming convention Harry Potter Characters
 - 2. Modifying current charging cart to fit chromebooks
 - ii. Firewall has been updated, need new machine next year
 - iii. New digital & video cameras
 - iv. Wordpress & Weebly used to design new web site (Currently on Plone)
 - v. Co-Lab - construction process begins January 4th @ 10:30
 - vi. Local Author Showcase January 3rd
 - vii. Cultural Literacy Series: 2/27 Mental Health, 3/27 Trans culture
 - viii. Writers of the Cedar Valley potential anthology Reports of Standing and Special Committees: Action appropriate to the reports
- IX. Reports of Standing and Special Committees: Action appropriate to the reports
 - a. Friends of the Library
 - b. Finance: Will now meet week before Board meetings
 - c. Personnel
 - d. Library Art Committee
- X. Unfinished Business
- XI. New Business
- XII. Public Forum: docketed items
- XIII. Adjournment
 - a. Motion: Lynn Blair-Broeker, second, Molly Cormaney
 - b. Motion passed