

MINUTES

CEDAR FALLS PUBLIC LIBRARY (CFPL)

MEETING

BOARD OF TRUSTEES

May 02, 2018 4:00 PM

Cedar Falls Public Library

Conference Room

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

Trustees: Gretchen Behm, Cynthia Snell, Molly Cormaney, Evan Renfro, Lynn Blair-Broeker, Mike Sulentic

Guest: Jennifer Rodenbeck

- I. Call to Order-Mike Sulentic
- II. Agenda: Corrections/additions/deletions/approval
 - A. Motion: Gretchen Behm, moved approval with addition of voting on alcohol at upcoming Friends of the Library event
 - B. Second: Molly Cormaney
 - C. Passed
- III. Minutes: Corrections and approval
 - A. Motion: Molly Cormaney
 - B. Second: Cynthia Snell
 - C. Passed
- IV. Communication from Officers: Action appropriate to the communications
- V. Bills: Corrections/additions/deletions/approval
 - A. Motion: Gretchen Behm
 - B. Second: Cynthia Snell
 - C. Passed
 - D. General Fund, Levy Fund, Grant Funds
 - E. Financial Reports (General, Levy, Grants, Foundation Funds)
- VI. Usage Report
- VII. Trustee terms with June 30 expiration
 - A. Lynn Blair-Broeker, Seth Chadwick, Mike Sulentic
 - B. Lynn Blair-Broeker will not apply again
 - C. Seth Chadwick and Mike Sulentic will petition for another term
- VIII) Director's Report
 - a) Pay plan: Updated recommendation from consultants after receipt of appeals
 - b) Co-Lab - update

- a) Cedar Falls City Council approved contract with architect
- b) Structure meeting upcoming to work on “plan development”
- c) Revised equipment list generated by makerspace team
- c) Snow closure April 18
- d) Misc. -City Management Training in April, was useful

IX) Informational reports from Department Heads

- a) Public Services
 - (i) May the 4th; Last Jedi showings
 - (ii) Book Club Bananza: September,, Jocelyn Green Guest of Honor
 - (iii) Litcon-Ellen Hopkins Guest of Honor
 - (iv) Food for fines: May 21st-31st
- b) Youth Department
 - (i) Programming: Cedar Valley’s Youth Read, Gardening Events
 - (a) Last month, 50 people for public reading
 - (b) Multi-generational gardening workshop
 - (c) May the 4th events: scavenger hunt, pool noodle light sabers, yoda hats, droid coloring pages
 - (ii) Summer program preparation underway
 - (iii) School visits happening in May
 - (iv) Training of new interns--Lexi Byrnes, Jennifer Brannan
 - (v) Presentations
 - (a) ILA-Services for Homeschooling families, in October
 - (b) State Library Webinar Post Storytime Activities, in September
 - (c) Hearst Center Strategic Plan meeting with Heather Skeens
- c) Technology Librarian
 - (i) Tech update
 - (a) Laptops are being re-imaged
 - (b) Staff computer upgrades in progress
 - (c) Wireless printing re-configured
 - (d) Teen computers being added to Pharos
 - (ii) Website preview
 - (a) Streamlining, fewer clicks to navigate, unifying design theme
 - (b) Google calendar added for programming-planning to go live sometime this summer

- X) Referred for Board action
 - a) Pay plan
 - a) Motion: Evan Renfro, moved to approve pay-plan as presented by consultant
 - b) Second: Cynthia Snell
 - c) Passed
 - b) October 4 Library In-Service Day-Closure/ILA
 - (i) ILA in Cedar Rapids, seeking Oct 4th as inservice day and to take staff and interested board members to conference.
 - (ii) City vehicles are available for staff, may consider bus if many board members with to attend
 - (a) Motion: Gretchen Behm
 - (b) Second: Lynn Blair-Broeker
 - (c) Passed
 - b) Request to approve alcohol for annual Friends' event, May 16, 2018
 - (i) Motion: Gretchen Behm,
 - (ii) Second: Cynthia Snell
 - (iii) Passed

IX. Reports of Standing and Special Committees: Action appropriate to the reports

- a) Friends of the Library
 - i) Letter from Friends president
 - ii) Friends of the Library liaison welcome at CFPL Board meetings
- b) Finance-N/A
- c) Personnel
 - Met to develop evaluation materials for Director
- d) Library Art Committee-N/A

X. Unfinished Business

- a) New officer nomination
 - i) Motion: Gretchen Behm moves to re-elect Mike Sulentic- President, Molly Cormaney-Vice President, Cynthia Snell-Secretary
 - ii) Second: Lynn Blair-Broeker
 - iii) Passed: Contingent upon Mike Sulentic's reappointment to Board

XI. New Business

XII) Public Forum: docketed items

XIII) Adjournment

- a) Motion: Gretchen Behm
- b) Second: Lynn Blair-Broeker
- c) Passed