

MINUTES
CEDAR FALLS PUBLIC LIBRARY (CFPL)
MEETING
BOARD OF TRUSTEES
June 1, 2022 4:00 PM
Cedar Falls Public Library
Conference Room

Members present: Bessman Taylor, Blair-Broecker, Browne, Chadwick, Cormaney, Green, Sulentic; Staff present: Daniels, Hosford, Stern, Stuenkel; Guests present: Rodenbeck.

- I. President Sulentic called the meeting to order at 4:01.
- II. Agenda: Corrections/additions/deletions/approval
Director Stern noted that a bill arrived after sending out the packet, so that bill was added to the packet since it relates to the issues with the self check on the first floor.
MOTION: (Cormaney, Blair-Broecker) to approve the agenda as amended. Passed.
- III. Minutes: Correction and approval
MOTION: (Bessman Taylor, Cormaney) to approve the minutes as presented. Passed.
- IV. Public Forum
None
- V. Board Training update
None
- VI. Communication from Officers: Action appropriate to the communications
None
- VII. Bills: Corrections/additions/deletions/approval
President Sulentic inquired if there was anything special other than the bill that was added.
Assistant Daniels noted it is just the usual bills for this time of the year.
MOTION: (Blair-Broecker, Bessman Taylor) to approve the May bills. Passed.
 - a. General Fund, Levy Fund, Grant Funds
None
 - b. Financial Reports (General, Levy, Grants, Foundation Funds)
President Sulentic noted that it is interesting how a small change in some of the bills create a large percentage increase with some of the budget lines. Assistant Daniels noted that the amendments were turned in, so the next report should show a decrease in some of the higher percentage budget lines.
- VIII. Usage Report

President Sulentic noted that hopefully summer will be hot and heavy for the numbers. Director Stern noted that it could be.

IX. Director's Report

a. Staffing update

Director Stern noted that interviews for the reference assistant position are happening this week, so hopefully the person chosen will be able to start before July. She noted that the young adult librarian turned in their resignation, so backfilling the position is part of the agenda.

Director Stern noted that the youth intern position is in the process of being filled as the person chosen has been out of town, so hopefully they will start soon.

b. Upcoming programs

i. SummerFest

Director Stern noted that this will be on Tuesday from 6 to 8 PM. She noted that it will hopefully be in the parking lot, but she does have a plan if rain is in the forecast. Director Stern noted that the Friends of the Library will be providing the majority of the volunteers.

ii. Dolly Parton's Imagination Library

Director Stern noted that she wanted to have \$75,000 in donations before allowing registration to begin. She noted that the Friends of the Library had a \$25,000 surplus, so they are using that to purchase a Charlie cart and donating \$13,000 towards the Dolly Parton's Imagination Library.

Director Stern noted that it was taken live yesterday due to some clerical work they do on the site each month. She noted that the post announcing this had been shared 160 times an hour after it was made. Director Stern noted that 700 children were registered before 8 AM, and there were 878 registered the last time she had checked. She noted that the post from the Waterloo Public Library is schedule for today, so there should be a similar jump overnight.

Director Stern noted that there are a few little adjustments to be made, and that she was approached by a Tyson employee regarding them sponsoring the purchase of 1,000 books and having a registration event for their workers.

c. 2022 staff inservice day

Director Stern noted that Friday, September 16th, is the day that she would like to have the staff inservice on. She noted that closing on that day is on the agenda. Director Stern noted that someone from Gallup would be presenting for part of the day regarding work/like assessments and employees finding their joy at work. She noted that staff would then present for the rest of the day.

d. Miscellaneous

Director Stern noted that there are two Board of Trustees vacancies, so she will be working on getting those vacancies filled.

X. Reports from Department Heads

a. Public Services Librarian

Librarian Stuenkel noted that there will be a blood drive on July 21st, and Assistant Pagel received a certificate due to how many pints have been collected during the blood drives. She noted that on September 13th there will be a screening of Reg Green's documentary with a discussion afterwards.

b. Youth Librarian

Librarian Hosford noted that the new storywalk was installed over the weekend, and this one does have braille panels attached to the storywalk. She noted that she does not have an update

regarding getting a link to audio versions at this time. Librarian Hosford noted that Assistant Nedwick received a grant to create circulating STEM kits, so those should start circulating this month. She noted that the Summer Reading Program is about to start, and there are nine performers scheduled with three being for all ages. Librarian Hosford noted that it starts on Monday, and SummerFest on Tuesday is the official kickoff. She noted that storytimes started again, and she will be taking the book bike to Overman park for a storytime.

XI. Referred for Board Action

a. Approve backfilling the 29-hour teen librarian vacancy

MOTION: (Cormaney, Chadwick) to approve backfilling the 29-hour teen librarian vacancy. Passed.

b. Approve closing the library Friday, September 16 for the 2022 annual staff inservice day

MOTION: (Chadwick, Browne) to approve closing the library Friday, September 16 for the 2022 annual staff inservice day. Passed.

c. Approve extending the library mask policy through July 6, 2022

MOTION: (Cormaney, Browne) to approve extending the library mask policy through July 6, 2022. Passed.

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

a. Friends of the Library

Member Browne noted that she was not able to attend the May meeting, so she does not have anything to report.

b. Finance: No meeting needed in June

None

c. Personnel

Provided information regarding the evaluation of the Library Director, and provided a recommendation regarding FY23 compensation.

d. Library Art

None

XIII. Unfinished business

The Dolly Parton Imagination Library was discussed in regards to organizations that Director Stern could apply with.

XIV. New business

None

XV. Closed Session: To convene in closed session pursuant to Iowa Code § 21.5(1)(i) *to evaluate the professional competency of the Library Director whose appointment, hiring, performance, or discharge is being considered when necessary to prevent needless and irreparable injury to the Library Director's reputation and the Library Director has requested a closed session.*

President Sulentic asked for a motion to convene in closed session to discuss Director Stern's annual evaluation and compensation for FY23. A roll call vote was taken with a unanimous vote among the Board members present.

- XVI. Open Session: To reconvene in open session pursuant to Iowa Code § 21.5(1)(i).
After discussion a motion was made to end the closed session and reconvene the open session.
A roll call vote was taken with a unanimous vote among the Board members present.
- XVII. Referred for Board Action: Approve FY23 annual Library Director compensation.
Member Bessman Taylor noted that after deliberations during the closed session, that Director Stern was going to be receiving a raise that is commensurate with the raises given by the City of Cedar Falls based upon Director Stern's overall evaluation score.
MOTION: (Blair-Broecker, Chadwick) to approve FY23 annual Library Director compensation.
Passed.
- XVIII. Adjournment
Motion to adjourn (Browne, Chadwick). Passed. Meeting adjourned at 4:46.

Respectfully submitted,
Timothy Daniels, Secretary Pro-Tem