

MINUTES
CEDAR FALLS PUBLIC LIBRARY (CFPL)
MEETING
BOARD OF TRUSTEES
July 6, 2022 4:00 PM
Cedar Falls Public Library
Conference Room

Members present: Bessman Taylor, Blair-Broeker, 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
MOTION: (Blair-Broeker, Bessman Taylor) to approve the agenda as presented. Passed.
- III. Minutes: Correction and approval
Member Blair-Broeker noted a typo in the minutes. Assistant Daniels noted that he will correct the minutes prior to posting them.
MOTION: (Cormaney, Green) to approve the minutes as corrected. 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
Assistant Daniels noted that there are two bill reports due to some bills being for the 2022 fiscal year, and some for 2023. President Sulentic inquired if there was anything unusual in either report. Assistant Daniels noted that the bills are the usual bills for this time of year. He noted that there will be some of the usual large annual bills in the next report.
MOTION: (Cormaney, Blair-Broeker) to approve the June bills. Passed.
 - a. General Fund, Levy Fund, Grant Funds
None
 - b. Financial Reports (General, Levy, Grants, Foundation Funds)
President Sulentic noted that hopefully the second half of the year will be a little bit better for investments.
- VIII. Usage Report
Member Bessman Taylor noted that she is surprised that the curbside number did not stay high.

IX. Director's Report

a. Staffing update

Director Stern noted that the new assistant in the reference department started on July 1st. She noted that Assistant Bryden worked in the reference department at Hawkeye Community College. Director Stern noted that the job postings for the other positions that were approved will hopefully be posted by the end of the week.

b. Board vacancies update

Director Stern noted that the completed applications that she had received were passed on to the committee for consideration. However, they will not be able to serve which necessitated the vacancies being advertised again. Director Stern noted that any new completed applications will then be passed along when the committee is ready for them. She noted that so far three people have started the application process.

c. Request from Friends to serve alcohol at book discussion

Director Stern noted that they have requested to be able to serve beer and wine at their discussion in September. Member Bessman Taylor inquired about how many requests there have been so far this year. Director Stern noted that there has been none this year, and it has been some time since there has been a request.

d. Meeting room revision

Director Stern noted that the policy was recently updated and approved, but recent issues have created the need to update it again.

e. Miscellaneous

None

X. Reports from Department Heads

a. Public Services Librarian

Librarian Stuenkel noted that so far 196 patrons have registered for the adult portion of the Summer Reading Program. She noted that 12 have completed the program, and 38 patrons have completed half of the program.

b. Youth Librarian

Librarian Hosford noted that she does not have the exact numbers with her, but over 900 patrons have signed up for the youth portion. She noted that in 2019 there was about 1,400 patrons that signed up, and in the last two years there was 477 and 845 patrons that signed up. Librarian Hosford noted that she does not have the stats for teens from previous years, but there are approximately 100 signed up currently. She noted that she has taken the book bike out a couple of times, and the electric assist is now working. Librarian Hosford noted that with some of the upcoming programs she is trying them at different times due to requests from patrons.

XI. Referred for Board Action

a. Approve revised Meeting Room Policy

Director Stern noted that after discussion with the staff there were some additional changes made. She noted that exceptions to the policy was mentioned three times, so that was being revised. Member Bessman Taylor inquired if it should be in the policy but not three times. She noted that someone might have thought it was important if it was in there three times, and

inquired if it would bind Director Stern's hands if it was taken out completely. It was then suggested to have patrons that would like an exception to talk to the Library Board instead. MOTION: (Blair-Broecker, Chadwick) to approve revised Meeting Room Policy as amended. Passed.

b. Approve serving wine and beer at the Friends of the Cedar Falls Public Library's anniversary book discussion on September 24th

MOTION: (Blair-Broecker, Cormaney) to approve serving wine and beer at the Friends of the Cedar Falls Public Library's anniversary book discussion on September 24th. Passed.

c. Approve backfilling part-time youth intern position

MOTION: (Cormaney, Chadwick) to approve backfilling part-time youth intern position. Passed.

d. Approve extending the library mask policy through August 3, 2022

MOTION: (Blair-Broecker, Green) to approve extending the library mask policy through August 3, 2022. Passed.

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

a. Friends of the Library

None

b. Finance: No meeting needed in July

None

c. Personnel

None

d. Library Art

None

XIII. Unfinished business

None

XIV. New business

None

XV. Adjournment

Motion to adjourn (Chadwick, Bessman Taylor). Passed. Meeting adjourned at 4:38.

Respectfully submitted,
Timothy Daniels, Secretary Pro-Tem