

MINUTES
CEDAR FALLS PUBLIC LIBRARY (CFPL)
MEETING
BOARD OF TRUSTEES
June 7, 2023 4:00 PM
Cedar Falls Public Library
Conference Room

Members present: Bessman Taylor, Blair-Broeker, Chadwick, Cormaney, Edelnant, Graziano, Green, Roelofse; Staff present: Daniels, Hosford, Pagel, Stern; Guests present: Rodenbeck.

- I. Vice President Cormaney called the meeting to order at 4:00.
- II. Agenda: Corrections/additions/deletions/approval
Member Edelnant introduced herself to the rest of the members.
MOTION: (Blair-Broeker, Edelnant) to approve the agenda as presented. Passed.
- III. Minutes: Corrections and approval
MOTION: (Blair-Broeker, Edelnant) 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
Assistant Daniels noted that there will be two bill reports in the next two packets due to one report being for the end of the current fiscal year, and one report for the beginning of the next fiscal year. Director Stern noted that there will be some annual renewals in the next reports.
MOTION: (Bessman Taylor, Blair-Broeker) to approve the May bills. Passed.
 - a. General Fund, Levy Fund, Grant Funds
None
 - b. Financial Reports (General, Levy, Grants, Foundation Funds)
None
- VIII. Usage Report
Vice President Cormaney noted that the numbers look very robust, and that the curbside number increased a fair amount.

IX. Director's Report

a. Library budget update (Jennifer Rodenbeck)

Director Stern noted that she asked Director Rodenbeck to present some information regarding some recent changes that will have an effect on budget allocations. Director Rodenbeck then discussed the recent changes.

b. Accreditation update

Director Stern noted that the result of the accreditation process is that the library is accredited at Tier III through June of 2026.

c. Adult Summer Library Program

Director Stern noted that this portion of the program is being managed by Librarian Anhalt and herself. She then passed out a list of activities.

d. Miscellaneous

Director Stern noted that IFC is working on tweaking the design of the mascot, and also working on the new design for the website which includes making it easier to access on mobile phones. She then discussed a check recently received from the Baum Revocable Trust, and that the members will need to decide on how the money is spent. Director Stern suggested using the money to purchase some higher priced items that have the new branding on them, and then the current endowment request could be used on branded pens, stationery, etc. Member Blair-Broecker inquired if the estate noted any specifications or restrictions on how the money could be spent. Director Stern noted that there was nothing noted in the correspondence.

Director Stern noted that she met with Rhonda Braley and a couple of others regarding Raygun selling library branded merchandise. She noted that they decided upon six shirts and two tote bags that will be sold via the Raygun online store. Director Stern noted that hopefully the site will be set up this summer, and that the Friends of the Library are looking at purchasing some items from Raygun to sell when they are at outreach events.

X. Reports from Department Heads

a. Public Services Librarian

Acting Librarian Pagel noted that a program on Monday had to be cancelled, and she is working on getting it rescheduled in a month or so. She noted that next week she will be handing out cookies and stickers to patrons as part of the brand reveal.

b. Youth Librarian

Librarian Hosford noted that May was a slow month due to preparing for summer. She noted that the instrument petting zoo went well. Librarian Hosford noted that the first youth department event is next Thursday when the National Mississippi River Museum will bring stingrays.

XI. Referred for Board Action

a. Approve the FY24 library budget

Vice President Cormaney noted it looks like the budget was adjusted due to inflation. Member Blair-Broecker inquired about how this compares to the budget from the previous year. He noted he was wondering if any of the lines were significantly different from the previous year. Director Rodenbeck noted that she did not believe there was much of a change from the previous year.

Director Stern noted she would email out the previous budget for comparison purposes.

MOTION: (Blair-Broecker, Edelnant) to approve the FY24 library budget. Passed.

- XII. Reports of Standing and Special Committees: Action appropriate to the reports
- a. Friends of the Library
Member Edelnant noted that they had a meeting to elect offices after the annual meeting concluded.
 - b. Finance: No meeting needed in June
None
 - c. Personnel
Director Stern noted that she would need to mention something to the committee after the meeting.
 - d. Library Art
Director Stern noted that they would not need to meet until August, and she will get in touch before then.
- XIII. Unfinished business
None
- XIV. New business
A vote regarding how to spend the money received from the Baum Revocable Trust was held.
MOTION: (Blair-Broeker, Bessman Taylor) to approve spending the money to support the branding campaign. Passed.
- XV. Adjournment
Motion to adjourn (Green, Roelofse). Passed. Meeting adjourned at 4:42.
- Respectfully submitted,
Timothy Daniels, Secretary Pro-Tem