

MINUTES  
CEDAR FALLS PUBLIC LIBRARY (CFPL)  
MEETING  
BOARD OF TRUSTEES  
November 1, 2023 4:00 PM  
Cedar Falls Public Library  
Conference Room

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

- I. President Sulentic called the meeting to order at 4:00.
- II. Agenda: Corrections/additions/deletions/approval  
Director Stern noted that due to the promotion of Librarian Pagel, she needs to add filling Librarian Pagel's previous position to the agenda.  
MOTION: (Blair-Broeker, Green) to approve the agenda as amended. Passed.
- III. Minutes: Corrections and approval  
MOTION: (Cormaney, Edenant) to approve the minutes as presented. Passed.
- IV. Public Forum  
None
- V. Board Training update  
Member Blair-Broeker noted that he watched the videos that were discussed last month.  
Member Bessman Taylor noted that she watched a presentation by ALA.
- VI. Communication from Officers: Action appropriate to the communications  
None
- VII. Bills: Corrections/additions/deletions/approval  
President Sulentic inquired if there was anything unusual in the bills. Assistant Daniels noted that there was nothing unusual. Member Blair-Broeker inquired about the microfilm invoice. Assistant Daniels noted that this was due to a patron requested item. Librarian Pagel noted that the item requested came via ILL, and the patron will reimburse us for the cost.  
MOTION: (Cormaney, Chadwick) to approve the October bills. Passed.
  - a. General Fund, Levy Fund, Grant Funds  
None
  - b. Financial Reports (General, Levy, Grants, Foundation Funds)  
None
- VIII. Usage Report

President Sulentic mentioned the curbside number in the report. Member Blair-Broecker inquired if there is usually a usage decrease in September. Director Stern noted that there usually is due to school starting back up, and other factors around this time.

IX. Director's Report

a. Informational meeting about HF 718

Director Stern noted that she attended the meeting she had discussed previously. She noted that it was suggested that an amendment could be proposed to put back into effect the levies that communities had approved via vote. Director Stern noted that other communities will need to voice their concern as well. A discussion regarding important bullet points for any messages sent to other legislators happened as well.

b. Staffing update

Director Stern noted that the big news is that Librarian Pagel is no longer in her position in an acting capacity, and is the Public Services Librarian now. She noted that Assistant Greco is the new assistant in the circulation department, and started yesterday. Director Stern noted that there was a position to be filled already on the agenda, but the position that Librarian Pagel vacated will need to be filled as noted earlier.

c. Miscellaneous

Director Stern noted that the annual survey is included as part of the packet. She noted that she has not created a comparison to the previous fiscal year yet, but she will be starting on that soon. Director Stern noted that no submissions arrived to replace the art installation in the Redfern case, so the due date for submissions has been extended. She noted that the new due date is January 5<sup>th</sup>. Director Stern noted that she made changes to the letter shared last month, and passed out copies for review.

X. Reports from Department Heads

a. Public Services Librarian

Librarian Pagel noted that she has been working on getting the new ILS set up. She then discussed some of the programs that happened in October, and some of the programs happening in November.

b. Youth Librarian

Librarian Hosford noted that they held a Hocus Pocus escape room, and they will be having the escape room at RodCon in April. She noted that there is a puppet show next week, and the teen department will have a series of events around NaNoWriMo. Librarian Hosford noted that a new storwalk is being installed this month, and the mascot for the library, Fable, was announced on social media today. She noted that she contacted a company regarding getting a fable costume made.

XI. Referred for Board Action

a. Approve 2024 library closings

MOTION: (Chadwick, Blair-Broecker) to approve 2024 library closings. Passed.

b. Approve filling 29-hour library assistant vacancy in circulation

MOTION: (Edelnant, Bessman Taylor) to approve filling 29-hour library assistant vacancy in circulation. Passed.

c. Approve filling 40-hour library assistant vacancy in circulation

MOTION: (Cormaney, Blair-Broeker) to approve filling 40-hour library assistant vacancy in circulation. Passed.

XII. Library advocacy discussion

Member Bessman Taylor suggested changing reconsideration to something different. Some suggestions were then made regarding how best to word this portion of the policy. Director Stern asked if the policy should be in the next packet for approval. It was agreed to have the policy in the next packet for approval.

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

a. Friends of the Library

Member Edelnant mentioned the number of renewals that happened during their membership drive.

b. Finance: No meeting needed in November

Director Stern noted that a meeting will be needed in December.

c. Personnel

None

d. Library Art

None

XIV. Unfinished business

None

XV. New business

None

XVI. Adjournment

Motion to adjourn (Bessman Taylor, Cormaney). Passed. Meeting adjourned at 4:35.

Respectfully submitted,  
Timothy Daniels, Secretary Pro-Tem