

MINUTES
CEDAR FALLS PUBLIC LIBRARY (CFPL)
MEETING
BOARD OF TRUSTEES
January 3, 2024 4:00 PM
Cedar Falls Public Library
Conference Room

Members present: Bessman Taylor, Blair-Broecker, 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
MOTION: (Blair-Broecker, Chadwick) to approve the agenda as presented. Passed.
- III. Minutes: Corrections and approval
Member Cormaney noted that Member Blair-Broecker's name is misspelled in Section XII.
MOTION: (Edelnant, Chadwick) to approve the minutes as amended. 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
Member Blair-Broecker noted the trip to St. Louis. Director Stern noted that the Teen Librarian went to a conference there, and carpooled with someone from a different library. President Sulentic noted that the utility bill seems low this month. Assistant Daniels noted that it is usually a little lower around this time due to the temperature outside not causing the heat or air conditioning to run very much.
MOTION: (Blair-Broecker, Edelnant) to approve the December bills. Passed.
 - a. General Fund, Levy Fund, Grant Funds
 - b. Financial Reports (General, Levy, Grants, Foundation Funds)
- VIII. Usage Report
Assistant Daniels noted that due to a question at a different meeting, the statistics for the Adventure Pass program are included in the packet. Member Green noted that it looks like the passes for the African American Museum are not being used. Librarian Hosford noted that they closed for remodeling shortly after purchasing the passes. Member Chadwick noted that he

believed they were opening back up in February. Librarian Hosford noted that she will check into their opening date.

IX. Director's Report

a. Annual evaluation of the Library Director

Director Stern noted that due to the new year starting, the evaluation process is coming up. She noted that she wanted to mention it since her evaluation will have to be completed.

b. U.S. Bank fund report requested for February

Director Stern noted that she has arranged for a presentation via Google Teams.

c. Staff ILS training Thursday, Jan. 18

Director Stern noted that the training is scheduled for the morning, so the library will be open from 2 to 6 PM that day.

d. Staffing update

Director Stern noted that the interviews for the two circulation positions has been completed. She noted that they have both verbally accepted, and work is being done to allow them to start in time to attend the training on the new ILS.

e. Miscellaneous

Director Stern noted that the library received a donation from the estate of Mildred Pock. She noted that she will be reviewing the information provided to see how the money should be deposited, and what can be purchased with the donation.

X. Reports from Department Heads

a. Public Services Librarian

Librarian Pagel noted that the new library cards, CFPL logo and Fable the Fox, have arrived. She noted that now that they have arrived, she is working to ensure that they will work with Libby, databases, etc.

b. Youth Librarian

Librarian Hosford noted that December is usually a slow month for the department, but they ended the month with a New Year's Eve party. She noted that a new tape obstacle course was created. Librarian Hosford noted that there will be a soup program for teens, and that programming will be ramping up in February.

XI. Referred for Board Action

a. CFCF requests and financial plan

Member Blair-Broecker asked about the date of the fund balances. Assistant Daniels noted that the end of 2023 packet has not been received yet, so the 2022 balances had to be used.

i. Financial plan for calendar year 2024

MOTION: (Blair-Broecker, Cormaney) to approve CFCF requests and financial plan. Passed.

ii. Adventure Passes 2024

MOTION: (Green, Chadwick) to approve Adventure Passes 2024 request. Passed.

iii. Bridge to Reading 2024

MOTION: (Chadwick, Blair-Broecker) to approve Bridge to Reading 2024 request. Passed.

iv. CVYR 2024

MOTION: (Cormaney, Chadwick) to approve CVYR 2024 request. Passed.

v. SLP 2024

MOTION: (Blair-Broeker, Edelnant) to approve SLP 2024 request. Passed.

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

a. Friends of the Library

Member Edelnant noted that they did not meet in December.

b. Finance: No meeting needed in January

None

c. Personnel

President Sulentic noted that the committee will need to get together soon.

d. Library Art: Meeting in January (TBD)

Director Stern noted that the deadline for submissions is Friday. President Sulentic inquired if there have been any submissions. Director Stern noted that there have been submissions.

XIII. Unfinished business

None

XIV. New business

Director Rodenbeck noted that some Iowa Legislators will meet with the Cedar Falls City Council, and she will get Director Stern the information in case any members would like to attend.

XV. Adjournment

Motion to adjourn (Cormaney, Green). Passed. Meeting adjourned at 4:28.

Respectfully submitted,
Timothy Daniels, Secretary Pro-Tem