

MINUTES
CEDAR FALLS PUBLIC LIBRARY (CFPL)
MEETING
BOARD OF TRUSTEES
March 6, 2024 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 4:02.
- II. Agenda: Corrections/additions/deletions/approval
Director Stern noted that the agenda needs to be amended as the Finance Committee will need to meet on March 27th to vote on two additional funding requests.
MOTION: (Cormaney, Green) to approve the agenda as amended. Passed.
- III. Minutes: Corrections and approval
MOTION: (Edelnant, 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
Member Blair-Broeker noted that it is interesting to see CFU giving the library money. He then inquired about the 2-label set purchased from Computype. Assistant Daniels noted that it is not just two labels, but spools of labels that have two side-by-side. Librarian Hosford asked Member Cormaney to hold up a book so she could show off the labels.
MOTION: (Blair-Broeker, Bessman Taylor) to approve the February bills. Passed.
 - a. General Fund, Levy Fund, Grant Funds
Director Stern noted that eventually the levy portion will be taken out. Director Rodenbeck noted that this will happen in the next fiscal year.
 - b. Financial Reports (General, Levy, Grants, Foundation Funds)
None
- VIII. Usage Report
None

IX. Director's Report

a. ILS migration

Director Stern noted that she assumes that Librarian Pagel will be discussing the ILS transition, but she wanted to give an overall note about the transition. She noted that with any change there can be some hiccups, but there have not been many on the patron side of the ILS. Director Stern noted that the ones that have been reported have been minor issues.

b. Redfern Display Case update

Director Stern noted that the case is now empty since the artist picked up their installation this weekend. She noted that the case has also been dusted and is ready for the next installation.

c. 20th anniversary celebration

Director Stern noted that for the 10th anniversary there was a carnival held at the library. She noted that in March the library was not fully staffed, so the celebration could not happen at that time. Director Stern noted that she is looking to have a celebration on July 12th to celebrate the anniversary, and to act as a SummerFest as well. She noted that she will be submitting a funding request at the meeting she noted earlier in order to have an event with inflatables, face painting, etc.

d. Miscellaneous

Director Stern noted that she has finished the annual evaluation conferences. She noted that IFC contacted her since they have won four awards for their work with the library.

X. Reports from Department Heads

a. Public Services Librarian

Librarian Pagel noted that she has been working on the migration process for some time even though it just happened recently. She noted that she has not heard a lot from patrons, but the staff has been good at explaining the differences with patrons.

b. Youth Librarian

Librarian Hosford noted that since the Fable plushies have arrived, she will be doing a scavenger hunt to find where Fable has been hidden in the library. She noted that the plushies will also be sold in the Book Nook as well. Librarian Hosford noted that she is hoping to change out the storywalk tomorrow. She noted that Cedar Valley's Youth Read is next month on April 25th and 26th.

XI. Referred for Board Action

a. Approve extending the library mask policy

Director Stern noted that an email was sent out by the HR department after the packet was created which ended the requirements that were in place due to the CDC guideline changes. She noted that due to that email, this policy might not have to be extended. The consensus was it was time to retire the policy.

MOTION: (Bessman Taylor, Chadwick) to approve removing the library mask policy. Passed.

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

a. Friends of the Library

Member Edelnant noted that they are looking forward to helping the library celebrate 20 years. She noted that they also provided snacks for Director Stern's annual presentation. Member Edelnant noted that their annual meeting will be on April 10th at 4:30 PM in the meeting room.

b. Finance: No meeting needed in March

President Sulentic noted that the meeting noted earlier is scheduled for March 27th.

c. Personnel

Member Bessman Taylor noted that they should meet with Director Stern prior to sending out the survey.

d. Library Art

Member Green noted that no meeting is needed. President Sulentic inquired about when the new art installation will happen. Director Stern noted that it will happen in the next few weeks.

XIII. Unfinished business

None

XIV. New business

Member Bessman Taylor asked if anything more was known regarding the financing of the library. Director Stern noted that the budget for FY25 was submitted by Director Rodenbeck, and it included 100% of what the library asked to receive for the upcoming fiscal year. Director Rodenbeck noted that this was correct, but FY26 might be different due to changes happening in that fiscal year.

XV. Adjournment

Motion to adjourn (Blair-Broeker, Cormaney). Passed. Meeting adjourned at 4:29.

Respectfully submitted,
Timothy Daniels, Secretary Pro-Tem