

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

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

- I. President Sulentic called the meeting to order at 4:01.
- II. Agenda: Corrections/additions/deletions/approval
Director Stern noted that the FOTL meeting is actually on the 10th, so the date will need to be changed on the agenda.
MOTION: (Blair-Broeker, Bessman Taylor) to approve the agenda as amended. Passed.
- III. Minutes: Corrections and approval
MOTION: (Blair-Broeker, Green) to approve the minutes as presented. Passed.
- IV. Public Forum
Director Stern introduced Isaac Mata. He will be working as an intern at City Hall.
- 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 three invoices that were added after the report that need to be voted on as well.
MOTION: (Blair-Broeker, Bessman Taylor) to approve the March bills. Passed.
 - a. General Fund, Levy Fund, Grant Funds
President Sulentic noted that the funds appear to be doing well.
 - b. Financial Reports (General, Levy, Grants, Foundation Funds)
Assistant Daniels noted that he turned in the annual amendment form, so the reports will be adjusted soon.
- VIII. Usage Report
President Sulentic noted that the numbers look pretty good for February. Member Blair-Broeker noted that the number of checkouts look low for the number of patrons that came to the library. Assistant Daniels noted that there is a reason for this, and that the numbers will be

adjusted up for the next packet. He noted that this is due to not receiving some of the information he needed until today.

IX. Director's Report

a. Redfern Display Case update

Director Stern noted that the new installation is complete, and urged everyone to take a look at it when they have time.

b. New Cedar Falls Community Foundation funding requests

Director Stern discussed the two funding requests that are included in the packet.

c. Miscellaneous

Director Stern noted that she is working with Shirt Shack to set up an online store so employees can order a fleece or sweatshirt with the new library branding on it. She noted that she will send out the link once she has it. Director Stern noted that Cindy Wells and Billie Bailey went to the Capitol with two elected officials today. She noted they went to talk to the legislators about the effects of removing the levy in HF 718. Director Stern noted that they also discussed this issue during a Steele Report as well.

X. Reports from Department Heads

a. Public Services Librarian

Librarian Pagel noted that staff members seem to be happy with the new ILS, and the majority of patrons are as well. She noted that Assistant Meier is hosting a series of gardening classes that started yesterday, and 51 patrons attended. Librarian Pagel noted that they will happen every Tuesday in April.

b. Youth Librarian

It was noted that Cedar Valley's Youth Read event is at the end of the month with the public session happening on the 24th. Director Stern noted that Barnes & Noble will be at the event selling books so patrons can get them signed.

XI. Referred for Board Action

a. Approve serving wine or beer at the Friends of the Library's annual meeting Wednesday, April 10 at 4:30 p.m.

MOTION: (Green, Blair-Broeker) to approve serving wine or beer at the Friends of the Library's annual meeting Wednesday, April 10 at 4:30 p.m. Passed.

b. Approve filling 25 hrs/wk library assistant position

Director Stern noted that this opening is due to the staff member moving soon.

MOTION: (Bessman Taylor, Blair-Broeker) to approve filling 25 hrs/wk library assistant position. Passed.

c. Approve Cedar Falls Community Foundation funding request for 20th Anniversary Celebration 2024 (\$5,000, Ray)

MOTION: (Blair-Broeker, Bessman Taylor) to approve Cedar Falls Community Foundation funding request for 20th Anniversary Celebration 2024 (\$5,000, Ray). Passed.

d. Approve Cedar Falls Community Foundation funding request for Music Garden 2025 (\$30,000, Building)

MOTION: (Blair-Broeker, Green) to approve Cedar Falls Community Foundation funding request for Music Garden 2025 (\$30,000, Building). Passed.

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

a. Friends of the Library

Director Stern noted that they will be meeting on April 10th.

b. Finance: No meeting needed in April

None

c. Personnel

Member Roelofse noted that the annual evaluation survey has been sent out, and they would like for everyone to respond prior to Sunday.

d. Library Art

Member Green noted that there is nothing to report other than the new installation has been completed.

XIII. Unfinished business

None

XIV. New business

None

XV. Adjournment

Motion to adjourn (Blair-Broeker, Green). Passed. Meeting adjourned at 4:23.

Respectfully submitted,

Timothy Daniels, Secretary Pro-Tem