

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

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

- I. President Sulentic called the meeting to order at 4:00.
- II. Agenda: Corrections/additions/deletions/approval
Member Bessman Taylor inquired about the date of the January meeting. Assistant Daniels noted that January 8th was chosen as the date during the July meeting. The following meeting dates were also chosen during the July meeting: February 5th, March 5th, April 2nd, May 7th, June 4th, and July 2nd.
MOTION: (Blair-Broeker, Chadwick) to approve the agenda as presented. Passed.
- III. Minutes: Corrections and approval
Member Blair-Broeker indicated an issue with the minutes and gave Assistant Daniels the information to adjust them accordingly.
MOTION: (Blair-Broeker, Chadwick) to approve the minutes as amended. Passed.
- IV. Findings from Strategic Planning Focus Group: Eunice Riesberg
Director Stern introduced Eunice Riesberg and noted that she was here to present her findings from the focus group in October. The questions asked and most common responses were then discussed.
- V. Public Forum
None
- VI. Board Training update
None
- VII. Communication from Officers: Action appropriate to the communications
None
- VIII. Bills: Corrections/additions/deletions/approval
Assistant Daniels noted that an invoice from Zoobean was added to the packet, so it will need to be voted on with the bill report. Member Blair-Broeker inquired about the invoice from Shred-It USA, and what the company does for the library. Assistant Daniels noted that they are the company that shreds documents for the library.

MOTION: (Cormaney, Bessman Taylor) to approve the November bills. Passed.

a. General Fund, Levy Fund, Grant Funds

None

b. Financial Reports (General, Levy, Grants, Foundation Funds)

Assistant Daniels noted that he closed out some of the requests recently and updated the reports accordingly.

IX. Usage Report

Member Blair-Broecker noted that the numbers look to be up a little.

X. Director's Report

a. Annual report to Council: January 13th at 5 p.m. in the meeting room. January 27th backup date.

Director Stern noted that January 13th is a Monday, and she will present her annual report on that day. She noted that if there is an issue, she will be presenting on the 27th.

b. Imagination Library update

Director Stern gave information regarding the number of current participants, number of graduates, and balance of fund.

c. Miscellaneous

Director Stern noted that she will be working some Saturdays this month to help with a series of programs, so she will be taking Sundays and Mondays off. She then noted some of the upcoming programs.

XI. Reports from Department Heads

a. Public Services Librarian

Director Stern noted that Librarian Pagel will be back next week.

b. Youth Librarian

Librarian Hosford discussed the Prenatal Reading Program and noted that 10 women have been signed up so far. She then discussed some of the programs that have happened in collaboration with UNI. Librarian Hosford noted some the upcoming crafts, puppet shows, and the New Year's Eve party that will have a balloon drop at noon.

XII. Referred for Board Action

a. Approve revisions to the Library Behavior Policy

Director Stern noted that the suggested revisions are to help clarify in the case a patron violates the policy in an egregious manner. There were questions about the various tobacco related products that are not allowed to be consumed in the library, and that it might be a good idea to list all of them as part of the policy.

MOTION: (Blair Broecker, Chadwick) to approve revisions to the Library Behavior Policy as amended. Passed.

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

a. Friends of the Library

None

b. Finance: Meeting Wed., December 18 at 4 p.m. via Zoom

Director Stern noted that a meeting will be needed on the 18th to review some funding requests. She noted that it will be a hybrid meeting, and some members could attend at the library if they would like to do so. President Sulentic noted that he will probably attend at the library.

c. Personnel

None

d. Library Art

Director Stern noted that a staff member will be pitching an art program.

XIV. Unfinished business

None

XV. New business

None

XVI. Adjournment

Motion to adjourn (Bessman Taylor, Cormaney). Passed. Meeting adjourned at 4:39.

Respectfully submitted,

Timothy Daniels, Secretary Pro-Tem