

MINUTES
CEDAR FALLS PUBLIC LIBRARY (CFPL)
MEETING
BOARD OF TRUSTEES
January 8, 2025 4:00 PM
Cedar Falls Public Library
Conference Room

Members present: Bessman Taylor, Blair-Broeker, Chadwick, 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: (Green, Blair-Broeker) to approve the agenda as presented. Passed.
- III. Minutes: Corrections and approval
MOTION: (Blair-Broeker, Graziano) 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
President Sulentic inquired about the amount of the utility bill since it seemed low. Assistant Daniels noted that it was a relatively mild month. Director Stern noted that we were open less than in October.
MOTION: (Blair-Broeker, Bessman Taylor) to approve the December bills. Passed.
 - a. General Fund, Levy Fund, Grant Funds
None
 - b. Financial Reports (General, Levy, Grants, Foundation Funds)
President Sulentic inquired about if the information for the Foundation funds had been updated yet. Assistant Daniels noted that it had not been updated yet since the information from USBank has not been received at this time.
- VIII. Usage Report
President Sulentic noted that the numbers look good. Director Stern noted that they look good even with being open for less time.

IX. Director's Report

a. Conflict of Interest forms

Director Stern thanked everyone for signing.

b. 2025 Foundation requests

Director Stern noted that some of the requests have tiers to them as was done last year. She noted that the highest amount will be requested, but that amount will only be spent if it is available.

c. Annual report to City Council Monday, Jan. 13 at 5 p.m.

Director Stern noted that the presentation will happen in the meeting room, and she will give a building tour after the presentation.

d. Miscellaneous

Director Stern noted that she will be starting annual evaluations soon, and her evaluation is due to Director Rodenbeck by March. She noted that since there is now a board vacancy, she will be reviewing any applications that are on file and will start the process for filling the vacancy.

X. Reports from Department Heads

a. Public Services Librarian

Librarian Pagel noted that she ran a report to determine the most circulated books in 2024 and then noted the 10 most circulated books. She then discussed some upcoming programs.

Librarian Pagel noted that she is working on the replacement of the AMH, and it will hopefully be replaced by April.

b. Youth Librarian

Librarian Hosford noted that over 100 people attended the New Year's Eve party, and that the department is back to regularly scheduled programs. She then noted some of the upcoming programs which included a program in conjunction with the Cedar Bend Humane Society, and the rescheduled tea party. Librarian Hosford discussed a potential CAPS program.

XI. Referred for Board Action

a. Grant Requests for funds from the Cedar Falls Community Foundation

i. Approve CFPL Foundation Financial Plan for Calendar Year 2025

Member Blair-Broeker inquired if the date was correct. Assistant Daniels noted that it was as the balances as of the end of 2024 had not been received yet.

MOTION: (Blair-Broeker, Chadwick) to approve CFPL Foundation Financial Plan for Calendar Year 2025. Passed.

ii. Approve Cedar Valley's Youth Read 2025 (Berg)

MOTION: (Green, Blair-Broeker) to approve Cedar Valley's Youth Read 2025 (Berg). Passed.

iii. Approve Children's Book Festival/Fable's Birthday 2025 (Berg)

MOTION: (Blair-Broeker, Chadwick) to approve Children's Book Festival/Fable's Birthday 2025 (Berg). Passed.

iv. Approve Summer Library Program 2025 (Berg)

MOTION: (Chadwick, Blair-Broeker) to approve Summer Library Program 2025 (Berg). Passed.

v. Approve Adventure Pass 2025 (Ray)

President Sulentic inquired if the number of passes that have been purchased are meeting the needs of patrons. Bekah noted that the number of passes is meeting the number of patrons requesting them.

MOTION: (Chadwick, Bessman Taylor) to approve Adventure Pass 2025 (Ray). Passed.

vi. Approve Bridge to Reading 2025 (Ray)

MOTION: (Blair-Broeker, Graziano) to approve Bridge to Reading 2025 (Ray). Passed.

vii. Approve Nature Quest 2025 (Ray)

MOTION: (Chadwick, Roelofse) to approve Nature Quest 2025 (Ray). Passed.

XII. Youth Service Desk 2025

Director Stern noted that no approval is needed. She noted that there is enough in the FOTL fund, so work will begin on installing a new desk soon.

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

a. Friends of the Library

President Sulentic noted that someone will be needed for this position.

b. Finance: Meeting: No meeting needed in January

None

c. Personnel

Member Bessman Taylor presented Director Stern with her 15-year pin.

d. Library Art

Member Green noted that there was nothing to share currently.

XIV. Unfinished business

None

XV. New business

None

XVI. Adjournment

Motion to adjourn (Blair-Broeker, Roelofse). Passed. Meeting adjourned at 4:26.

Respectfully submitted,

Timothy Daniels, Secretary Pro-Tem