

MINUTES  
CEDAR FALLS PUBLIC LIBRARY (CFPL)  
MEETING  
BOARD OF TRUSTEES  
August 6, 2025 4:00 PM  
Cedar Falls Public Library  
Conference Room

Members present: Bessman Taylor, Blair-Broeker, Chadwick, Graziano, Green, Roelofse, Toppin; Staff present: Daniels, Hosford, Pagel, Stern; Guests present: Sarah Sellers.

- I. Member Green called the meeting to order at 4:02.
- II. Agenda: Corrections/additions/deletions/approval  
Assistant Daniels noted that Item IV was accidentally left on the agenda from the previous meeting, so it can be deleted from the agenda. This would move the Public Forum up to become the new Item IV. Director Stern noted that if the bid on the agenda is approved, then the Finance Committee will need to meet in August.  
MOTION: (Blair-Broeker, Graziano) to approve the agenda as amended. Passed.
- III. Minutes: Corrections and approval  
MOTION: (Bessman Taylor, Blair-Broeker) to approve the minutes as presented. Passed.
- IV. Public Forum  
Director Stern had Sarah introduce herself.
- V. Board Training update  
The Virtual Trustee Day was discussed in regards to when it could be viewed, and if the recording could be viewed more than once so it could be viewed in pieces before the monthly meeting. Member Bessman Taylor noted that she would check to see if this is a possibility and give an update before the meeting is over.
- VI. Communication from Officers: Action appropriate to the communications  
Since this was Member Toppin's first meeting, she introduced herself. The other members then did the same.
- VII. Bills: Corrections/additions/deletions/approval  
Assistant Daniels noted that there are two reports since there is one for FY25, and one for FY26.  
MOTION: (Blair-Broeker, Chadwick) to approve the July bills. Passed.
  - a. General Fund, Grant Funds  
None
  - b. Financial Reports (General, Grants, Foundation Funds)  
None

VIII. Usage Report

Member Blair-Broecker noted that the stats look good this month.

IX. Director's Report

a. Staffing update

Director Stern noted that two new staff members started recently.

b. Staff meeting with City Attorney—Q&A regarding HF 856

Director Stern gave an overview of the recent Q&A regarding HF 856.

c. Bids for conference room chairs

Director Stern showed off a bag that she has been keeping pieces of the chairs in as an illustration that the chairs need to be replaced. She then discussed the bids that had been received, and noted which one appeared to be the best option.

d. Fundraisers to benefit the library

Director Stern gave an overview of a couple of fundraisers that will be happening soon.

e. Miscellaneous

Member Green inquired if Director Rodenbeck's updated role will have an effect on the library's operations. Director Stern noted that she does not believe it will but noted a different issue that is being discussed currently.

X. Reports from Department Heads

a. Public Services Librarian

Librarian Pagel discussed the end of the Summer Reading Program, and gave some statistics regarding the number of patrons that signed up, made it to the end of the program, etc. She then discussed some of the programs that will happen in August.

b. Youth Librarian

Librarian Hosford gave some statistics regarding the number of patrons that signed up for the youth and young adult programs. She noted that she has a new employee in the department and then discussed some of the programs coming up in August.

XI. Referred for Board Action

a. Approve bid for replacement of conference room chairs

Member Chadwick noted that he thought that the second lowest bid should be chosen, so that is the bid that was voted on.

MOTION: (Chadwick, Blair-Broecker) to approve bid for replacement of conference room chairs. Passed.

b. Approve funding requests for FableCon 2025 (CFCF Berg)

MOTION: (Chadwick, Graziano) to approve funding requests for FableCon 2025 (CFCF Berg). Passed.

c. Approve CFPL Policy Expressive Activity

Some discussion regarding which version should be potentially adopted and voted on happened. Some suggestions were also made about potential changes to some of the versions to improve them. The consensus was that the second version was the best, so that is the one that was voted upon for adoption.

MOTION: (Blair-Broecker, Chadwick) to approve CFPL Policy Expressive Activity. Passed.

d. Approve meeting dates and times for August 2025-July 2026

MOTION: (Chadwick, Blair-Broeker) to approve meeting dates and times for August 2025-July 2026. Passed.

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

a. Friends of the Library

Member Toppin noted that the members are working on the fundraiser that is coming up and gave some specifics regarding the fundraiser.

b. Finance

Director Stern noted that the committee will need to meet on the 27<sup>th</sup> and noted that the it can happen via Google Meet.

c. Personnel

None

d. Library Art

None

XIII. Unfinished business

Member Bessman noted that it looks like the training can be viewed in chunks. It was then suggested to watch one hour of the training prior to each upcoming meeting until it has been viewed completely. Member Green noted that this can be discussed more at the next meeting.

XIV. New business

None

XV. Adjournment

Motion to adjourn (Blair-Broeker, Chadwick). Passed. Meeting adjourned at 5:21.

Respectfully submitted,  
Timothy Daniels, Secretary Pro-Tem