

MINUTES
CEDAR FALLS PUBLIC LIBRARY (CFPL)
MEETING
BOARD OF TRUSTEES
September 3, 2025 4:00 PM
Cedar Falls Public Library
Conference Room

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

- I. President Sulentic called the meeting to order at 4:01.
- II. Agenda: Corrections/additions/deletions/approval
MOTION: (Bessman Taylor, Blair-Broeker) to approve the agenda as presented. Passed.
- III. Minutes: Corrections and approval
Member Blair-Broeker noted some instances of his name being misspelled in the minutes that would need to be corrected.
MOTION: (Chadwick, Cormaney) to approve the minutes as amended. Passed.
- IV. Public Forum
Director Stern introduced Assistant Rider.
- V. Board Training update
Member Bessman Taylor brought up the training video that was discussed during the last meeting and shared what she had learned regarding the options available for viewing. It was decided to set up a schedule so each member could view the training separately.
- VI. Communication from Officers: Action appropriate to the communications
None
- VII. Bills: Corrections/additions/deletions/approval
Assistant Daniels noted that there were two bill reports due to one being for FY25, and one for FY26. He also noted that there were four invoices included after the two reports that were received too late to be part of the FY26 report. President Sulentic inquired if there was anything unusual in the reports. Assistant Daniels noted that the usual annual items for this time of year are included.
MOTION: (Blair-Broeker, Chadwick) to approve the August bills. Passed.
 - a. General Fund, Grant Funds
None
 - b. Financial Reports (General, Grants, Foundation Funds)

President Sulentic inquired if there was anything of note in the reports. Assistant Daniels noted that they are a little outdated due to items being sent in for closing out but are not shown that way yet. He noted that this is due to not receiving the checks yet.

VIII. Usage Report

President Sulentic noted the number of curbside uses. Member Green inquired whether the ILL usage is increasing or decreasing. Assistant Daniels noted that he can include a chart in the next packet for review.

IX. Director's Report

a. Strategic plan update

Director Stern noted that work will be on this soon. She noted that any members that wish to do so can attend the planning meetings.

b. Policy revisions 2025-2026

Director Stern noted that the policies will be revised over the next year as they are periodically. She noted that any policies that require wording changes will be worked on first.

c. Dolly Parton's Imagination Library update

Director Stern noted that she has been discussing this program with the other participating libraries since there are no other grants that can be applied for currently. She noted that the Waterloo Public Library would like to continue with the program, and the other libraries will let her know soon. Director Stern then gave some program statistics.

d. Miscellaneous

Director Stern noted that she will be taking some vacation time soon.

X. Reports from Department Heads

a. Public Services Librarian

Director Stern noted that Librarian Pagel is not here, so she will provide a report next month.

b. Youth Librarian

Librarian Hosford noted that there is a new book tower in the teen room. She noted that work is being done to change the book club checkout process for the young adult books. Librarian Hosford discussed the upcoming events happening on September 20th. It was noted that the parking lot will be closed due to an egg drop happening that day. Librarian Hosford noted that an intern from UNI will be starting this week.

XI. Referred for Board Action

a. Approve funding request for Conference Room Chairs 2025 (CFCF Building)

MOTION: (Chadwick, Blair-Broecker) to approve funding requests for Conference Room Chairs 2025 (CFCF Building). Passed.

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

a. Friends of the Library

Member Topping noted that she was not at the last meeting but noted that they are still working on the upcoming fundraiser event.

b. Finance: Meeting Wed., November 19 at 4 p.m.

None

c. Personnel

None

d. Library Art: Meeting date and time TBD

Director Stern noted that she will send out an email to figure out the date and time.

XIII. Unfinished business

None

XIV. New business

Member Roelofse inquired about the recent policy that was passed regarding the atrium, and if there have been any comments regarding it. Librarian Hosford noted that Librarian Pagel has received some comments, and she could share some information at a future meeting.

XV. Adjournment

Motion to adjourn (Cormaney, Green). Passed. Meeting adjourned at 4:40.

Respectfully submitted,
Timothy Daniels, Secretary Pro-Tem