

MINUTES
CEDAR FALLS PUBLIC LIBRARY (CFPL)
MEETING
BOARD OF TRUSTEES
March 4, 2026 4:00 PM
Cedar Falls Public Library
Conference Room

Members present: Bessman Taylor, Blair-Broecker, Chadwick, Cormaney, Graziano, Green, Roelofse, Sulentic, Toppin; Staff present: Daniels, Hosford, Pagel, Stern; Guests present: Chelsea Bowermaster, Meg Husted, Autumn Keeper, Jennifer Rodenbeck, Danielle Stutzman.

- I. President Sulentic called the meeting to order at 4:01.

- II. Agenda: Corrections/additions/deletions/approval
MOTION: (Blair-Broecker, Chadwick) to approve the agenda as presented. Passed.

- III. Minutes: Corrections and approval
MOTION: (Blair-Broecker, Chadwick) to approve the minutes as presented. Passed.

- IV. Public Forum
Guest Stutzman discussed why she thought that the book, *How to Make a Baby?*, should be relocated.

- V. Board Training update
Member Bessman Taylor discussed some training she is doing currently.

- VI. Communication from Officers: Action appropriate to the communications
None

- VII. Bills: Corrections/additions/deletions/approval
Assistant Daniels noted that some invoices were added after the bill report that will need to be voted on along with the report.
MOTION: (Blair-Broecker, Chadwick) to approve the February bills. Passed.
 - a. General Fund, Grant Funds
None
 - b. Financial Reports (General, Grants, Foundation Funds)
Assistant Daniels inquired about shortening the endowment reports to the first year and the last two years due to their current length. Based upon feedback, the next reports will be shortened in this manner.

- VIII. Usage Report
None

IX. Director's Report

a. Lions Club presentation in February

Director Stern noted that she gave a presentation, and those in attendance asked great questions.

b. Policy updates: Library Behavior, Policy Regarding Registered Sex Offenders, and three Personnel Policies

Director Stern noted that there are five policies to review and approve with two being library policies, and three being personnel policies. She noted that the vacation personnel policy already has a note about the library specific vacation information.

c. Director off Mar. 23-27

Director Stern noted that she will be off work for a few days.

d. Miscellaneous

Director Stern mentioned the annual conflict of interest disclosure and noted that she will send out the email again regarding filling it out online. She then discussed that the State Library of Iowa has a training regarding open meetings and records.

X. Reports from Department Heads

a. Public Services Librarian

Librarian Pagel noted the recent LitLounge event that centered on wine and chocolate and noted that it was very popular. She noted that there will be another event coming up that will be a paint and sip program. Librarian Pagel discussed an upcoming brunch program, and that the first of a series of gardening programs will happen at the end of the month. Member Green noted that he attended a recent program on women's history and that it was very good.

b. Youth Librarian

Librarian Hosford discussed that the school library program started up again last month, and more schools will be coming to the library this month. She discussed the Travel Thursday series of programs with last month being about Brazil, and this month will be Ireland. Librarian Hosford noted that she will be visiting Allen Women's Health to get the Books and Baby Bumps program going again. She noted some programs and events that will be happening during spring break.

XI. Referred for Board Action

a. Approve policies as presented or revised:

i. Library Behavior

President Sulentic noted that it looks like just one word needs to be eliminated. Member Blair-Broeker suggested getting rid of the last line. This suggestion was voted on.

MOTION: (Blair-Broeker, Cormaney) to approve the Library Behavior policy as revised. Passed.

ii. Policy Regarding Registered Sex Offenders

MOTION: (Blair-Broeker, Cormaney) to approve the Policy Regarding Registered Sex Offenders as revised. Passed.

b. Approve personnel policies as presented or revised:

President Sulentic noted that these are the policies that the other departments use. Director Stern noted that this was correct.

MOTION: (Chadwick, Toppin) to approve all personnel policies as or revised. Passed.

i. Background Check Procedures

- ii. Vacations
- iii. Longevity Pay

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

a. Friends of the Library

Member Toppin noted that the fiscal year will be closing out soon.

b. Finance: No meeting needed in March

None

c. Personnel

Member Roelofse noted some information that the committee needs. Director Stern noted that she sent the information.

d. Library Art

Member Green noted that a meeting time has not been set up yet to do so, but they have received proposals for the next Redfern case art installation to review.

XIII. Unfinished business

None

XIV. New business

Director Rodenbeck noted that there would be a meet and greet on March 26th from 5:30 to 7 PM. She noted that this was so people could meet the five finalists for the City Administrator position. Director Rodenbeck noted that the location was still to be determined.

XV. Adjournment

Motion to adjourn (Cormaney, Roelofse). Passed. Meeting adjourned at 4:47.

Respectfully submitted,
Timothy Daniels, Secretary Pro-Tem