MINUTES
CEDAR FALLS PUBLIC LIBRARY (CFPL)
MEETING
BOARD OF TRUSTEES
June 3, 2026 4:00 PM
Cedar Falls Public Library
Conference Room

Members present: Bessman Taylor, Blair-Broeker, Cormaney, Green, Roelofse; Staff present: Daniels, Hosford, Stern; Guests present: Butler, Morris.

I. Vice President Cormaney called the meeting to order at 4:02.

II. Agenda: Corrections/additions/deletions/approval
Director Stern asked to add a few items to be voted on as part of Section XI. She noted that a vote is needed to choose a bid for the purchase of furniture for the teen room, a vote on the slate of Library Board of Trustees officers, and a vote to approve the meeting dates and time for August 2026 to July 2027. Director Stern noted that Section XII, Part B, will need to be updated as well since a meeting will be needed on June 17th at 4 PM.
MOTION: (Blair-Broeker, Bessman Taylor) to approve the agenda as amended. Passed.

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

IV. Public Forum
Two VFW representatives presented information regarding the brochure that they were hoping to be able to leave in the library atrium.

V. Board Training update
None

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

VII. Bills: Corrections/additions/deletions/approval
Member Blair-Broeker inquired what a Whazoodle is. Librarian Hosford described what these types of items are.
MOTION: (Blair Broeker, Bessman Taylor) to approve the May bills. Passed.
a. General Fund, Grant Funds
None
b. Financial Reports (General, Grants, Foundation Funds)
None

VIII. Usage Report

Assistant Daniels noted that one of the patron count amounts is highlighted due to it being unusually low. He noted that this was due to the batteries dying on one side of the patron counter. Assistant Daniels noted that there will be two numbers highlighted at the next meeting due to the same issue with the other side of the patron counter.

IX. Director's Report

a. Staffing update

Director Stern noted that a reference assistant has resigned as they have accepted a full-time job elsewhere. She noted that Section XI includes an approval vote to fill the upcoming vacancy.

b. Director on vacation June 22-July 1

Director Stern noted that she will be on vacation during the dates listed.

c. Miscellaneous

Director Stern mentioned the award that she had mentioned previously and noted that she believes it will be housed at City Hall. She noted that additional security cameras will be installed soon. Director Stern mentioned that a post was made on Facebook that allows patrons to order Fable shirts through June 12th.

X. Reports from Department Heads

a. Public Services Librarian

Director Stern noted that since Librarian Pagel could not attend the meeting, she had some information to read from her. Director Stern noted that the Summer Reading Program starts next week and mentioned the prizes for adults that participate in the program. Director Stern then noted some of the upcoming programs this month.

b. Youth Librarian

Librarian Hosford noted that due to the money provide by the Lybbert memorial, she has been working on revamping the play area in the youth department. She noted that there is now an apple tree, farmer's market, etc. Librarian Hosford noted some of the statistics regarding the patrons that have signed up as part of the Summer Reading Program so far and mentioned some of the programs that will happen. She noted that she has partnered with the Northeast Iowa Food Bank to provide some meals to youth patrons. Librarian Hosford noted that a sensory path will be installed outside by the music garden.

XI. Referred for Board Action

a. Approve request from VFW to put donation brochures for Veterans Park Memorial in the library atrium

It was noted that since the brochures are regarding a project that the City of Cedar Falls is a partner in, it would seem acceptable to allow the brochures to be placed in the atrium. Member Blair-Broeker noted that he thought that the point about these being informational brochures was a strong point as well.

MOTION: (Green, Blair-Broeker) to approve request from VFW to put donation brochures for Veterans Park Memorial in the library atrium. Passed.

b. Approve filling the 29 hour/week library assistant vacancy in the reference department

MOTION: (Bessman Taylor, Roelofse) to approve filling the 29 hour/week library assistant vacancy in the reference department. Passed.

c. Approve revised Safe Child Policy

Member Blair-Broeker asked for the background behind the need for the changes. Director Stern noted that the changes were suggested by the youth department based upon their observations. She noted that they believe that these changes will make the policy more effective.

MOTION: (Blair-Broeker, Green) to approve Safe Child Policy. Passed.

d. Approve teen room furniture bid

After a little discussion, it was decided to vote on accepting the lowest bid.

MOTION: (Blair-Broeker, Green) to approve the lowest bid teen room furniture bid. Passed.

e. Approve slate of Library Board of Trustee officers for FY27: President, Vice-President, and Secretary

At the last meeting it was suggested to have President Sulentic, Vice President Cormaney, and Secretary Chadwick remain in their positions. This is the slate that was voted on.

MOTION: (Roelofse, Bessman Taylor) to approve slate of Library Board of Trustee officers for FY27: President, Vice-President, and Secretary. Passed.

f. Approve meeting dates and times for August 2026-July 2027

It was suggested to keep the meeting date and time, the first Wednesday of each month at 4 PM, for the upcoming year of meetings. Assistant Daniels noted that if this day and time passes, he will send out the upcoming meeting dates via email.

MOTION: (Roelofse, Blair-Broeker) to approve meeting dates and times for August 2026-July 2027. Passed.

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

a. Friends of the Library

None

b. Finance: Meeting Wed., June 17 at 4 p.m.

Vice President Cormaney reiterated Director Stern's note earlier about needing a meeting.

c. Personnel

The letter included in the packet was discussed, and the committee noted their appreciation for Director Stern's work at the library as they realize the issues that have been faced during the last few years.

d. Library Art

None

XIII. Unfinished business

None

XIV. New business

None

XV. Adjournment

None

Motion to adjourn (Roelofse, Blair-Broeker). Passed. Meeting adjourned at 4:47.

Respectfully submitted,
Timothy Daniels, Secretary Pro-Tem