MINUTES
CEDAR FALLS PUBLIC LIBRARY (CFPL)
MEETING
BOARD OF TRUSTEES
August 5, 2026 4:00 PM
Cedar Falls Public Library
Conference Room

Members present: Blair-Broeker, Graziano, Green, Sulentic, Toppin; Members attending remotely: Cormaney, Roelofse; Staff present: Daniels, Hosford, Stern; Guests present: Clark, Rodenbeck.

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

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, Green) to approve the minutes as presented. Passed.

IV. Public Forum
City Administrator Clark was introduced.

V. Board Training update
None

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

VII. Bills: Corrections/additions/deletions/approval
Assistant Daniels noted that four invoices were added after the bill report since they arrived too late to be part of the report. Member Blair-Broeker noted a couple of typos in the bill report and inquired about the account the library has with Ancestry.com. Director Stern gave some information regarding the account.
MOTION: (Blair-Broeker, Toppin) to approve the July bills. Passed.
a. General Fund, Grant Funds
Assistant Daniels noted that June has not been closed out, so the information is not finalized yet. This is why the first page has a stamp on it noting that it is a preliminary report.
b. Financial Reports (General, Grants, Foundation Funds)
None

VIII. Usage Report
President Sulentic noted the curbside usage.

IX. Director's Report

a. Staffing update

Director Stern noted how many applications have been received for the library assistant and shelver positions. She noted that work will begin to choose candidates to interview when Librarian Pagel is back.

b. Library memorial update

Director Stern gave an update regarding the Wells memorial and noted that she was contacted regarding the need to create a signing resolution. She noted that she is checking with the Cedar Falls City Attorney to assist with how to create one.

c. LibPost for marketing to new residents

Director Stern noted that she has been conversing with employees at the Waterloo Public Library regarding using this service to market the library to new residents. She noted that the library can choose whether to use the service to market to new residents of all Black Hawk County, or just Cedar Falls. Member Toppin inquired about what is considered a new resident designation, and whether she would be sent something if she moved to a new house within the covered area. Director Stern noted that she will have to check about this.

d. Miscellaneous

None

X. Reports from Department Heads

a. Public Services Librarian

Director Stern noted that Librarian Pagel left some information to share since Librarian Pagel would not be able to attend. She then shared some of the upcoming programs with one being an author fair happening on Saturday, August 8th.

b. Youth Librarian

Librarian Hosford distributed a handout that highlighted some of the key statistics regarding the summer reading program. She then discussed some of the statistics and noted that the winners of the Fable Fan contest will be announced on the website soon. Librarian Hosford noted that minimal programs will be happening in August to rest up from the summer, and to plan for upcoming months. She then discussed some of the programs that will be happening like the school bus storytime and petting zoo.

XI. Referred for Board Action

a. Approve policies as presented or revised:

i. Petition/Soliciting

MOTION: (Blair-Broeker, Green) to approve Petition/Soliciting policy as presented. Passed.

ii. Security Cameras

MOTION: (Blair-Broeker, Graziano) to approve Security Cameras policy as presented. Passed.

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

a. Friends of the Library

Member Toppin noted that they took last month off so there is not much to report, but they will meet next week. She noted that an eighth location has been confirmed for the upcoming pub crawl.

b. Finance: Meeting Wed., Aug. 26 at 4 p.m.

Director Stern noted that there is just one request that needs to be discussed. President Sulentic inquired if the meeting will be held in-person and remotely. Director Stern noted that both options would be available.

c. Personnel

None

d. Library Art

Member Green noted that the new art installation has been finished in the Redfern case downstairs and encouraged everyone to take a look.

XIII. Unfinished business

None

XIV. New business

Director Rodenbeck mentioned some potential changes with the Cedar Falls Community Foundation. She noted that there were some questions recently about whether having City of Cedar Falls employees serving on the board was a conflict of interest or not. Director Rodenbeck noted it appears that employees will still be able to serve and participate in discussion regarding requests, but they might lose their ability to vote on requests. She noted that she wanted to mention this since the library has a large amount of money deposited with the foundation.

XV. Adjournment

Motion to adjourn (Green, Blair-Broeker). Passed. Meeting adjourned at 4:23.

Respectfully submitted,
Timothy Daniels, Secretary Pro-Tem