MINUTES
CEDAR FALLS PUBLIC LIBRARY (CFPL)
MEETING
BOARD OF TRUSTEES
September 2, 2026 4:00 PM
Cedar Falls Public Library
Conference Room

Members present: Bessman Taylor, Blair-Broeker, Green, Roelofse, Sulentic; Members attending remotely: Chadwick; Staff present: Daniels, Hosford, Pagel, Stern.

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

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

III. Minutes: Corrections and approval
Member Blair-Broeker noted that Member Toppin's name is misspelled in Section VII.
MOTION: (Blair-Broeker, Green) to approve the minutes as amended. Passed.

IV. Public Forum
None

V. Board Training update
Member Roelofse inquired about the Virtual Trustee Day training that was discussed previously. Member Bessman Taylor noted that the link should still be active, and Director Stern noted that she will look for the link.

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

VII. Bills: Corrections/additions/deletions/approval
Assistant Daniels mentioned that two bills were added after the bill report that will need to be included when voting. Member Blair-Broeker inquired about what Creativebug is. Director Stern described what is provided via the Creativebug database. Member Blair-Broeker then inquired about the amount of Ingram fuel surcharges in the bill report. Librarian Pagel noted that she will contact Ingram to see if there is a way to reduce the number of surcharges.
MOTION: (Blair-Broeker, Bessman Taylor) to approve the August bills. Passed.

a. General Fund, Grant Funds

Assistant Daniels noted that FY26 has not been closed out yet, which is why the June report is listed as preliminary. President Sulentic inquired if everything was fully updated. Assistant Daniels noted that checks have not been received for some of the foundation requests, so those are still showing the maximum that could be spent rather than the actual amount spent. He noted that he will update those requests once the checks have been received.

b. Financial Reports (General, Grants, Foundation Funds)

None

VIII. Usage Report

Member Blair-Broker noted it looks like a big month for curbside.

IX. Director's Report

a. Staffing update

Director Stern noted that two people are currently in the pre-employment process for one of the positions in circulation, and for the shelver position. She noted that a verbal offer has been made for the other circulation position.

b. Imagination Library update

Director Stern noted that with the recent passing of Dolly Parton, she has received some inquiries regarding Dolly Parton's Imagination Library and has received some donations in conjunction with these inquiries as well. She noted that she has been assured that the program will continue.

c. Miscellaneous

Director Stern noted that once the Charlotte Wells resolution has been adopted, each member will need to sign it. She then noted that she will be on vacation for a little over a week. Director Stern noted that she will be part of a panel at the Hearst on Saturday, October 3rd regarding self-publishing books and how to get them into libraries.

X. Reports from Department Heads

a. Public Services Librarian

Librarian Pagel discussed the local author fair that happened recently and some upcoming programs. She noted that a book club will be starting in October focusing on Indigenous people. The first book will focus on the Meskwaki tribe.

b. Youth Librarian

Librarian Hosford noted that the recent escape room and petting zoo programs were both successful. She noted that the department will be back to their normal routine and shared some of the upcoming programs that will be happening. Librarian Hosford then discussed the modular seating that has arrived, and that new furniture is being delivered for the teen room as well.

XI. Referred for Board Action

a. Approve policies as presented or revised:

i. CFPL Meeting Rooms

MOTION: (Blair-Broeker, Bessman Taylor) to approve CFPL Meeting Rooms policy as presented or revised. Passed.

ii. Public Access Computers

MOTION: (Blair-Broeker, Green) to approve Public Access Computers policy as presented or revised. Passed.

iii. Serving Beer and Wine

MOTION: (Blair-Broeker, Chadwick) to approve Serving Beer and Wine policy as presented or revised. Passed.

iv. Staff Use of Electronic Equipment

MOTION: (Blair-Broeker, Chadwick) to approve Staff Use of Electronic Equipment policy as presented or revised. Passed.

v. Use of Wheelchair and Motorized Cart

MOTION: (Blair-Broeker, Chadwick) to approve Use of Wheelchair and Motorized Cart policy as presented or revised. Passed.

b. Approve Cedar Falls Community Foundation funding requests:

i. FableCon 2026 (Berg)

MOTION: (Blair-Broeker, Green) to approve the FableCon 2026 (Berg) funding request. Passed.

ii. WCAG Compliance 2026 (Berg)

Director Stern noted that this request was made so a firm can be hired to get the library's website in compliance with the accessibility requirements that go into effect in 2028.

MOTION: (Blair-Broeker, Bessman Taylor) to approve the WCAG Compliance 2026 (Berg) funding request. Passed.

c. Adopt resolution regarding the bequest of Charlotte Catherine Wells

MOTION: (Bessman Taylor, Green) to approve adopting the resolution regarding the bequest of Charlotte Catherine Wells. Passed.

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

a. Friends of the Library

Director Stern noted that she knows that they have been working on the upcoming pub crawl, and eight businesses will be participating.

b. Finance: No meeting needed in September

None

c. Personnel

None

d. Library Art

None

XIII. Unfinished business

None

XIV. New business

None

XV. Adjournment

Motion to adjourn (Blair-Broeker, Roelofse). Passed. Meeting adjourned at 4:41.

Respectfully submitted,
Timothy Daniels, Secretary Pro-Tem