

MINUTES
CEDAR FALLS PUBLIC LIBRARY (CFPL)
BOARD OF TRUSTEES
August 2, 2006

Members present: Behm, Blair-Broecker, Deaver, Gasser, Pfalzgraf, Seymour. Staff: Anderson, Groskurth, Kayser.

1. Meeting was called to order by President Deaver.
2. **MOTION:** (Seymour, Blair-Broecker) to approve the agenda as presented. Passed.
3. **MOTION:** (Pfalzgraf, Behm) to approve the July 2006 meeting minutes as presented. Passed.
4. Communications from the Officers: none.
5. **MOTION:** (Seymour, Behm) to approve the final FY06 and August 2006 library bills as presented. Passed.

MOTION: (Behm, Blair-Broecker) to approve the Investment Fund bills as presented. Passed.
6. Usage Report: reviewed & filed. A link to the FY06 Open Access annual report will be sent to Board members.
7. Director's Report:
 - A. Informational Update.
 1. A draft of Groskurth's presentation to the Community Relations & Planning Committee of the Council was reviewed. Will cover questions presented by Council members about staff requirements, cross training, young adult programming, etc. Date of presentation will be August 14. Groskurth will inform Board members as soon as time & location have been confirmed.
 2. Reviewed the status of FY06 Goals. It was suggested that we still pursue the joint board in-service that was planned but cancelled due to health concerns of one of the presenters.
 3. The Altrusa Club will be distributing free books to children during the downtown ArtaPalooza on September 9th. They have requested the use of our Atrium for their distribution point this year; has been at College Square Mall previously. Agreed by consensus to allow Altrusa to distribute free books for children in the library Atrium on September 9th.
 4. Building Updates: Roofer has fixed areas that were leaking; a condensation leak has been discovered in the magazine area and a temporary fix is in place; will check to see if work is complete in back of building and request landscaping be repaired.
 5. Miscellaneous:
 - a. A letter to the editor in the Cedar Falls Times contained some misinformation about the library's collection of newspapers on microfilm. The Cedar Falls Historical Society director submitted a response that stated correct information about their own local newspaper collection and our microfilm collection of Cedar Falls newspapers. We have also been in discussions with the Historical Society about a possible joint project to acquire an updated microfilm reader/printer.
 - b. Groskurth has been making the "service club circuit" giving presentations at Rotary, Lions, Kiwanis, etc.
 - c. Groskurth will also be serving on the Christmas Tree Lighting Committee for Downtown Cedar Falls as well as on the Community Main Street Board.
 - B. Reports from Department Heads
 1. Public Services: Anderson reported that the titles are being selected for the upcoming book

discussion groups which will begin in September. There has also been some interest expressed in CF staff attending some in-house computer training classes being offered to Waterloo Library staff.

2. Youth: Nangle will be writing an article about the success of the summer program for the Cedar Falls InSider.
3. Tech Systems: no report; Dargan attending Leadership Institute.

C. Referred for Board Action:

1. Reviewed amendments to Personnel Policies previously distributed. Board members questioned item 5. E. in the Introduction which stated that references to "Personnel Division" or "Personnel Manager" would be amended to "Financial Services Division" or "Legal Services Division" when it appears that many were amended to be "Administrative Services Department" instead. Board also requested a clarification of the reorganization. Seymour offered to convey questions to City Attorney, Susan Staudt and forward any response to Library Board members. Groskurth will also review policies for areas where library specific changes are appropriate.

MOTION: (Seymour, Blair-Broeker) to table approval of Personnel Policies until next meeting. Passed.

2. Reviewed the Shared Youth Librarian agreement.

MOTION: (Behm, Gasser) to approve the Shared Youth Librarian Extension Agreement as presented. Passed.

3. Reviewed FY07 Goals. It was noted that the Friends of the Library might provide funding for additional signage and display items. Goals also addressed the reorganization of the Young Adult area and programming. On-line resources funding may be cut due to reduction of prices and lack of use. A wireless laptop lab is being considered. It was suggested that the wireless laptop lab might be an appropriate project for requesting Endowment Funds.

MOTION: (Blair-Broeker, Gasser) to approve the FY07 Goals as presented. Passed.

8. Committee Reports:

- A. Friends of the Library did not have a meeting in July.
- B. Finance: no report.
- C. Personnel: no report.

9. Unfinished Business: Plans are being made for additional options for use of the old library capitals after the Ad Hoc Art Committee viewed the pieces and surveyed various locations. These plans will be presented at the next meeting. Seymour will maintain correspondence with Beach about our progress with this project.

10. New Business: none.

- 11: **MOTION:** (Gasser, Seymour) to adjourn. Passed.

Respectfully submitted,

Carol Kayser
Secretary Pro-Tem