

**MINUTES
CEDAR FALLS PUBLIC LIBRARY
(CFPL)
BOARD OF TRUSTEES
February 2, 2005**

Members present: Beed, Behm, Blair-Broeker, Deaver, Gasser, Luze, Pfalzgraf, Seymour. Staff: Johnson, Dargan, Nangle, Kayser.

1. Meeting was called to order by President Behm.
2. **MOTION**: (Pfalzgraf, Beed) to approve the agenda. Passed.
3. **MOTION**: (Blair-Broeker, Luze) to approve the January minutes with the correction of "funded" to replace "funding" in Item 6. Third Age/Gray Matters paragraph. Passed.
4. Communications from the Officers: Behm reported that the Library Art Committee will meet with the Public Art Committee that has seed money (Anglum memorial funds) and is in the process of raising additional funds for a sculpture that would be placed on the corner of 5th & Main near the library. The piece is currently on display at Navy Pier in Chicago.

Blair-Broeker noted that the Personnel Committee will begin working with Waterloo Trustees on the director evaluation process.

5. **MOTION**: (Pfalzgraf, Beed) to approve the January bills as presented. Passed.
6. Usage Report: reviewed.
7. Director's Report:
 - A. Informational Update
 1. Johnson will be a representative citizen on a State Public Policy Group (SPPG) committee that will study the Structure of Emergency Management (SSEM).
 2. The Community National Bank Display case on the 2nd floor has already been scheduled through October 2006 by a variety of non-profit organizations.
 3. Johnson gave an overview of the situation with Bob Stevens that was initially investigated over 12 years ago by Cedar Falls Police and led to charges & a conviction. Last month, Johnson received correspondence and a possible anonymous phone call, which has reopened this investigation.
 4. The Iowa Stories 2000 advisory panel met and there will be a public forum at the Waterloo Public Library (WPL) on Tuesday evening and in Cedar Falls on Feb 15 to identify a possible project(s).
 5. At their request, the *Insider* will publish the library column every other week rather than every week.
 6. Will utilize UNI Workforce students again to conduct a library study similar to one that took place when we were still in the old library building.
 7. Distributed copies of the preliminary FY06 library budget funds as allocated by City Council. The requested increase for materials approved by the board was denied but the request for additional part-time salary funding was allowed but at a reduced amount. The part-time increase was requested in anticipation of remaining open on Thursday mornings throughout the year and the requested materials increase was an attempt to bring these line items back up to at least the funding level in FY03.

Board members gave feedback about the discussions with City Council members at last month's meeting. It was noted that while the board and staff were able to highlight the many services the library provides, our future plans and needs, especially in the area of an increase in materials funding, may not have been fully conveyed.

The Finance Committee will meet to begin working on policies that will help clarify the roles of endowment funds, restricted/unrestricted funds, the value of accreditation, and a (potential) library levy. At this point, the Attorney General has not yet issued an opinion on the levy language.

8. Miscellaneous:
 - a. The updated library website is nearly ready for public viewing. The new URL will be: www.cedarfallspubliclibrary.org.
 - b. It was noted that WPL is now allowing coffee in the library which is available at their gift shop. Discussed possibility at CFPL but will monitor WPL's experiences before making any decisions.

B. Department Head Reports

1. Johnson noted that Anderson is working at the Reference Desk so was not able to attend the board meeting.
2. Nangle reported that we received a grant from R.J. McElroy Trust to help fund the Cedar Valley's Youth Reads project. The book selected for this project is "Donuthead" and copies are available for checking out in the youth department. The author will be here at the end of March and will conduct workshops in Waterloo, Cedar Falls and some outlying schools. IPTV will help fund ICN sessions and will provide technological support. Governor Vilsack will be invited to attend.

The Youth Department will schedule the Storytime Area for small group meetings when it is not being used for library programming.

Flyers will be distributed at Parent-Teacher conferences to help promote the Word Play activities that take place at 2:30 in the library every Wednesday, which is the "early-release" day for local schools.

3. Dargan reported that the Vendor Access Management (VAM) is working better than ever now that the upgrade bugs have been fixed. He also noted that both WPL and CFPL Internet stations have been very busy and there are frequently reservation queues for the next available workstation. Access to databases, like the IRS forms we receive on CD, has also been upgraded.

C. Referred for Board Action

1. Reviewed the proposed library closings for 2005. It was noted that city government offices in Cedar Falls, including the library, are not closed on Martin Luther King Jr. Day. There was not a significant increase in traffic on that day this year even though local schools, Waterloo city offices and WPL were closed. Discussed options and agreed by consensus that rather than closing, the library should provide educational programming, displays, or activities in recognition of the holiday. Pfalzgraf expressed interest in working with staff, volunteers, and possibly other organizations to plan for 2006.

MOTION: (Beed, Pfalzgraf) to approve the library closings for 2005 as presented. Passed.

8. Committee Reports

- A. Blair-Broeker noted that there will be 3 or 4 vacancies on the Friends of the Library (FOTL) Board and also encouraged Trustees to join or renew their membership to FOTL.

9. Unfinished Business: none.

10. New Business: none.

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

Respectfully submitted,

Carol Kayser
Secretary Pro-Tem