

**MINUTES
CEDAR FALLS PUBLIC LIBRARY
(CFPL)
BOARD OF TRUSTEES
February 1, 2006**

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

Open Forum Discussion with Community Relations & Planning Committee of the City Council did not take place due to scheduling conflicts with committee members.

1. Meeting was called to order by President Behm.
2. **MOTION:** (Gasser, Pfalzgraf) to approve the agenda as presented. Passed.
3. **MOTION:** (Beed, Blair-Broeker) to approve the January minutes as presented. Passed.
4. Communications from the Officers: Behm reported that Mayor Crews relayed that several of the Community Relations & Planning Committee members of the City Council were unavailable for today's Open Forum Discussion. Will wait to contact the Committee Chair and see if meeting can be rescheduled.
5. **MOTION:** (Luze, Blair-Broeker) to approve the February library bills and the Feb/Mar Investment Fund bills as presented. Passed. It was noted that the Pharos System was paid for with State Rebuild Iowa/Infrastructure funds.
6. Usage Report: noted that December was typically a quiet month.
7. Director's Report:
 - A. Informational Update.
 1. The Iowa Stories project "Books & Brunch" will be funded by a grant from Cedar Valley Promise. The program start date has been delayed until February. Mailers have been sent to Hansen Elementary (Cedar Falls) and Lincoln Elementary (Waterloo) neighborhood parents with toddlers. At both schools, sessions will take place on the last Saturday in February, March, and April that will help and encourage parents to read to and with their children. Free books, healthy snacks, and activities for siblings in attendance will be provided as part of this pilot project. After evaluation, may consider repeating the program in future years.
 2. The Pharos system has been installed. This reservation and print cost management system replaces the previous system with which there had been on going problems. The addition of a coin-box on the HP4600 printer allows users the option of color or black & white printing.
 3. Will wait until the levy resolution has been passed until we get the Levy Oversight Committee involved.
 4. Miscellaneous:
 - a. The Cedar Falls Wal-Mart Store has made a donation to be used for the Cedar Valley's Youth Read project.
 - b. Recent legislation has been introduced involving Internet filtering and restricting video/dvd check outs to minors. At an Iowa Urban Public Libraries Association (IUPLA) meeting, directors discussed that these are local issues that should be determined by each Iowa community for their own library. Internet filters would block access to many library on-line catalogs and do not block images.
 - c. A recent patron request was denied after it was determined that the publication did not fit our collection development criteria.
 - B. Reports from Department Heads
 1. Public Services/Reference: Staff and public are having no problems adjusting to the new Pharos system.
 2. Youth: Planning for an animal-based theme for the Summer Library Program. Also, preparing for the author visit for the Cedar Valley's Youth Read project in April.
 3. Tech Systems: Installed the new reservation/print cost management system.
 - C. Referred for Board Action: none.

8. Committee Reports:
 - A. Friends of the Library (FOTL): A new membership brochure has been mailed. FOTL have also funded various projects in the past few months from the library levy mailing, website maintenance and updates, to the breakfast for City Council & Mayor. Future plans include hosting a staff appreciation luncheon this spring, providing support to the Cedar Valley's Youth Read project, and contributing to the relief efforts for libraries in the Hurricane Katrina region. The Book Nook has also been providing extra copies of books to the Marshalltown Veteran's Home.
 - B. Finance: Committee had a short meeting at which it was determined that in FY07 there are no plans to utilize the income from the Cedar Falls Civic Foundation/Library Endowment Fund.
 - C. Personnel: Since the director will be retiring in March, committee will dispense with the evaluation process this year.
 - D. Ad Hoc Search Committee: All Cedar Falls Library Board members received a letter from Mayor Crews, a set of questions with comments put forth by a City Council member, and an agenda for a proposed meeting with the Community Relations & Planning Committee of the City Council to be held on Feb 13. This date did not work for many Board members and the Council Committee was invited to an Open Forum Discussion prior to today's meeting (which did not work out either).

Board members discussed issues and concerns about the questions and comments. It was noted that answers to many of the questions may be found in the shared director job description. Other items of concern included the technical inaccuracies within the document, issues that were resolved many years past, and issues that will not be relevant until the search process is complete. Specifically, Board members felt the comments about the joint Ad Hoc Search Committee showed a lack of recognition of the qualifications of the appointed Library Board volunteers who carry out their duties as dictated by State and City code. It was also noted that it would require a community passed referendum to eliminate the autonomy of the Library Board.

Some of the issues were discussed at the City Council breakfast sponsored by the FOTL at which 5 of the Council members were present. Communication between the Library Board and the City Council was also discussed at that informal gathering. Library board meetings are open to the public and a council liaison would be a welcome guest at the monthly meetings. Council members also commented that they would welcome occasional e-mails from the library director in addition to the published monthly reports. It was noted that the flow of communication might need to be reviewed not only from library to council but from city staff to council as well. Johnson will initiate an e-mail memo to all City Council members updating them on the search committee process and include links to the job postings, job description and names of the committee members. Behm will also initiate a response to the questions attached to the letter from the Mayor and solicit input from all Board members.

10. Unfinished Business: none.
11. New Business: none.
- 12: **MOTON:** (Beed, Pfalzgraf) to adjourn. Passed.

Respectfully submitted,

Carol Kayser
Secretary Pro-Tem