

**MINUTES**  
**CEDAR FALLS PUBLIC LIBRARY (CFPL)**  
**BOARD OF TRUSTEES**  
**July 11, 2007**

Members present: Behm, Blair-Broeker, Deaver, Gasser, Luze, Richardson, Seymour. Staff: Groskurth, Anderson, Dargan, Kayser. Guest: Russ Curtis, Cedar Falls Civic Foundation.

1. Meeting was called to order by President Deaver.
2. **MOTION:** (Blair-Broeker, Seymour) to approve the agenda but change the order by having the discussion of Item #7, Special Order of Business, between Item #3 & 4. Passed.
3. **MOTION:** (Seymour, Gasser) to approve the June meeting minutes as presented. Passed.
4. Special Order of Business: Russ Curtis, Cedar Falls Civic Foundation, distributed and reviewed library endowment funds (including Ray Endowment) distribution policies, distribution histories & balances, asset growth histories, investment performances, and asset listings. It was noted that the Shirley Berg estate has left money to set up endowments for the Hearst Center and the Library through the Cedar Falls Civic Foundation. At this time, the amounts and/or restrictions are not known; may have more information in late 2007 or early 2008.
5. Communications from the Officers: none.
6. **MOTION:** (Seymour, Richardson) to approve the additional June 2007, and July 2007, library bills as presented. Passed.  
  
**MOTION:** (Luze, Seymour) to approve the investment bills as presented. Passed.
7. Usage Report: Reviewed and filed.
8. Director's Report:
  - A. Informational Update
    1. Reviewed the draft of the University of Northern Iowa (UNI) library/CFPL satellite collection agreement previously distributed. Items will be processed here, mostly from donated materials, and will be checked out using CFPL cards. UNI staff will have a supply of CFPL card applications, barcodes & cards and will issue cards using our policies & procedures. Circuit tags will not be placed in the items since UNI's system will not recognize them; will check out materials by scanning item barcodes. Board members will review the agreement, forward comments, and a revised document will be placed on the August agenda for board action.
    2. Reviewed the current committees & assignments. According to our bylaws, the only permanent committee is Personnel. It was suggested that the bylaws might need to be revised to include Finance as a permanent committee. Procedures for revising bylaws are outlined in the bylaws. Groskurth will prepare a draft of possible Finance committee duties for review.
    3. Groskurth requested board members RSVP to the monthly e-mail notification of the upcoming board meeting and indicate if a printed copy of posted documents will be needed.
  - B. Reports from Department Heads
    1. Public Services:
      - a. Over 75 adults have registered for the Summer Reading Program; many prizes have been donated for weekly drawings as well as a Grand Prize drawing at the end of the program.
      - b. The Nancy Drew presentation by Barbara Lounsberry attracted a diverse group of nearly 70 attendees.
      - c. Two author visits have been scheduled in August and we are working with Dargan on arranging another Humanities Iowa speaker in September that will present a Laura Ingalls Wilder program in Waterloo in the morning and another in Cedar Falls that afternoon (two different presentations but on same subject).

2. Youth Department: no report.
  3. Tech Systems: still replacing hard drives on Gateways as needed; setting up preliminary training of staff authors for revised website (not yet launched).
- C. Referred for Board Action:
1. Discussed request from the Public Art Committee for a pledge from the library to help purchase the Drop Leaf Chicken sculpture installed on 5<sup>th</sup> & Main Street. Board members noted that funding public art is not part of the library mission. Offering support as individuals would be more appropriate.

**MOTION:** (Seymour, Gasser) to support the \$10,000 pledge request from the Public Art Committee to help purchase the Drop Leaf Chicken sculpture. Motion unanimously defeated.

Richardson and Deaver offered to meet with Public Art Committee members to relay the board's decision.

9. Committee Reports:
  - A. FOTL: no report; will not be meeting in July or August.
  - B. Finance Committee: no report.
  - C. Personnel: no report.
  - D. Art Committee still working on the gift acceptance part of the art policy and will submit everything for legal review before board approval.
10. Unfinished Business:
  - A. It was suggested that Groskurth get revised bids for the proposed microfilm reader/printer and that this be put on the agenda for board action next month.
  - B. Groskurth & Deaver have not yet been able to meet with city staff about the language of the library trustee application form.
11. New Business: none.
- 12: **MOTION:** (Behm, Seymour) to adjourn. Passed.

Respectfully submitted,

Carol Kayser  
Secretary Pro-Tem