

CEDAR FALLS PUBLIC LIBRARY
MEETING
BOARD OF TRUSTEES
February 5, 2003
Sarah Dayton Room

1. Meeting called to order by President Kollasch.
Board Present: Beed, Behm, Blair-Broecker, Deaver, Kollasch, Luze. Staff: Johnson, Anderson, Nangle, Dargan, Rasmussen.
2. **MOTION:** (Behm, Luze) to approve agenda with the deletion of item VI, A2 and an addition to VI, A4 of City Budget and to VII, B of Personnel Discussion. Passed.
3. **MOTION:** (Behm, Deaver) to approve the January minutes. Passed.
4. Communications from the Officers: none.
5. **MOTION:** (Deaver, Behm) to approve the February bills as presented. Passed.
6. Director's Report:
 - A. Informational Update
 1. It is looking more likely that the move into the new library will be December 2003. The construction crew has been very complimentary of the building design. Dave Deaver showed the architect's specs for the outside of the bank going into the Deel's building.
 2. Johnson shared the Application & Report Form for Accreditation. It provides good background information for Trustees. Readopting by-laws and policies is part of the accreditation procedure. Policies are in the process of being updated. In reviewing the by-laws the Board revised the library's mission statement.

MOTION: (Behm, Luze) to adopt the new wording of the mission statement as follows:

The mission of the Cedar Falls Public Library is to promote literacy and to provide open access to resources which facilitate lifelong learning. Passed.

3. Johnson reported that the county supervisors have not yet voted on the proposed \$100,000 funding for the seven county public libraries. In the past, our annual share of that funding has been between \$15,000 and \$20,000. If said funding does not come through, we will likely need to charge rural patrons an annual fee of approximately twenty dollars for library use. Johnson also reported that the library budget was submitted to the city with increases based on our business plan and pro-rated for six months. Salary increases have not yet been determined.
4. Representing the library assistants, Jann Rasmussen spoke to the Board about their concerns regarding pay issues. Presently 6 of 8 assistants are frozen in their pay band. They have been in communication with Brenda Balvanz of the city's Personnel Division about the relationship between their performance-based evaluations and the pay band. Representing the Board, Kollasch will write a letter of support to the city.
- B. Reports from Department Heads
 1. Anderson reported that Checkpoint will be installed on February 6 and staff will be trained. Staff will begin the conversion procedure, but the new checkout system will not be used until the move into the new building. Cedar Valley Reads is planning programming events for April.
 2. Nangle reported the knitting workshops are going well. She has ten volunteer teachers. In March youth programming will be based upon the Lemony Snicket series, and Nangle is working with Kathy's Hallmark store for April programming based on the American Girl dolls.
- C. Referred for Board Action:

MOTION: (Behm, Deaver) to approve the by-laws as written. Passed.

7. Committee Reports:
 - A. Building Project Update:
 1. Ad Hoc Campaign Planning Committee reported that all is going well.
 2. Building Committee report: Another Sidewalk Superintendent program has been scheduled for Saturday, February 22 at 1:00 PM.
 - B. Personnel:
 1. Representing the Board's Personnel Committee, Luze opened discussion on the shared juvenile librarian and library director positions. The Board directed the Committee to work with the city in discussion and creation of two new joint Cedar Falls/Waterloo positions.
8. Unfinished Business: none.
9. New Business: none.
10. **MOTION**: (Luze, Beed) to adjourn. Passed.

Respectfully submitted,

Lynn Blair-Broeker
Secretary, Pro-Tem