

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

1. Meeting called to order by President Kollasch.  
Board Present: Behm, Blair-Broeker, Deaver, Jones, Kollasch, Luze, Richardson. Staff:  
Johnson, Anderson, Nangle, Dargan, Sorensen, Devin.
2. **MOTION**: (Blair-Broeker, Luze) to approve agenda with an addition to VII, B of Personnel  
Committee. Passed.
3. **MOTION**: (Behm, Richardson) to approve February minutes. Passed.
4. Communications from the Officers: None.
5. **MOTION**: (Richardson, Luze) to approve March bills as presented. Passed.
6. Director's Report:
  - A. Informational Update
    1. Johnson and Dargan presented information about "thin clients" which will be part  
of the new CFPL network. Dargan reported that thin clients have a much smaller  
physical footprint and are more economical to run while still providing the public  
with Web access and necessary workstations.
    2. Johnson shared an incident at the Waterloo library where a group of teens had  
printed a questionable picture off the Internet. A filtering system would not have  
prevented this incident from occurring. Johnson and staff continue to feel that  
self-monitoring, computer screens in full public view, and the fact that other  
clients are often lined up to use a computer continue to be the most reasonable  
and effective filter system.
    3. Johnson has been invited to travel with a group of UNI librarians in December to  
a library conference in St. Petersburg, Russia. She will present on public  
libraries in the United States.
    4. Johnson presented a new automated acquisitions system to be purchased by  
combining a number of infrastructure funds and also monies from the Friends.  
Purchasing the system before the move into the new facility will mean one less  
adjustment to make once the move is made. The new system will allow  
librarians to better control the collection. Clients will also benefit; they will know  
what is on order and will be able to put these items on hold.
  - MOTION**: (Richardson, Luze) to accept the automation system/infrastructure proposal. Passed.
  5. Reference librarians Steve Sorensen and Jewel Devin shared information about  
furniture, art, and books that may not be suitable for use in the new building.  
They have itemized these objects and sought price estimates for items  
considered to be of value. They suggested that some items might be sold  
through an auction house such as Jackson's. They recommend that some books  
be sold and others kept for archival purposes. Luze suggested that the Board  
might want to consider its own auction. The Board asked that the Cedar Falls  
Historical Society be given the first right of refusal on the Leopold desk.
  - MOTION**: (Richardson, Jones) for the library staff to investigate for the most financially beneficial  
sale of items identified by the staff as valuable. Passed.
  6. Cedar Valley Reads events are coming up in April.

B. Reports from Department Heads

1. Anderson reported that Checkpoint has been installed. The staff has been trained and the tagging has begun with the hope of completing it before moving into the new building.

Let Anderson know soon if you wish to view the Patriot Act video.

2. Nangle reported the knitting workshops were successful. No spring break workshops will be held this year because turn out is often small and the library is short on staff that week. Instead “make and take” projects will be available for youth during that week. The Lemony Snicket series program is March 29 for 4<sup>th</sup>-6<sup>th</sup> graders.

7. Reports of Standing and Special Committees

A. Building Project Update

1. Ad Hoc Campaign Planning Committee Jones reported that we are over our campaign goal. John Deere made a significant contribution and UNI staff exceeded their contribution goal. Jones expects people to continue contributing, but the committee will meet at the end of March to wrap up the campaign.
2. Building Committee Kollasch shared that he had received several positive comments from the public on the new building’s brick work.

B. Personnel Committee

1. Luze reported that the committee has begun the process of investigating the creation of two shared positions. The Waterloo Board is aware of and supportive of investigating this idea. Luze e-mailed a letter to Brenda Balvanz, CF Personnel Manager, and June Watkins, Waterloo Personnel Manager, asking to meet with them regarding this idea. We are waiting for their responses before proceeding.
2. Janet Rasmussen, representing the CF library assistants, and Brenda Balvanz have talked again about the pay band questions. There is a plan to re-evaluate the comparables. Neither Balvanz nor Johnson have answers to the second set of questions posed by the assistants.
3. Blair-Broeker summarized responses and comments to Johnson’s annual director evaluation which was conducted jointly by the personnel committees of the Waterloo and Cedar Falls library boards.

8. Unfinished Business: none.

9. New Business: none.

10. **MOTION**: (Richardson, Deaver) to adjourn. Passed.

Respectfully submitted,

Lynn Blair-Broeker  
Secretary, Pro-Tem