

CEDAR FALLS PUBLIC LIBRARY
MEETING
BOARD OF TRUSTEES
September 3, 2003
Sarah Dayton Room

1. Meeting called to order by President Jones.
Board Present: Beed, Behm, Blair-Broeker, Gasser, Jones, Richardson. Staff: Johnson, Anderson, Kayser. Guests: Steve Moore, City Attorney and Stan Smith, City Council.
 2. **MOTION:** (Behm, Beed) to approve the agenda. Passed.
 3. **MOTION:** (Richardson, Beed) to approve the July minutes. Passed.
 4. Communications from the Officers: none.
 5. **MOTION:** (Behm, Richardson) to approve September bills. Passed. Kayser distributed copies of the revised FY04 budget incorporating the \$27,000 in cuts to library materials line items due to the State's reinventing government reductions in funding to cities.
 6. Director's Report:
 - A. Informational Update
 1. Johnson shared a picture of Gene Lehman's model of our Carnegie library which will be displayed in the new library.
 2. Discussed plans for having a "celebration of the old building" event prior to closing. This would take place in December or January.
 3. It was noted that there are still some naming opportunities available within the new library and it was suggested and agreed that the steering committee should consider naming the areas to recognize some of the estate gifts that we have received.
 4. Levy update: will discuss during the Building Committee report.
 5. Building construction appears to still be on schedule and contractors have started installing windows.
 6. The criteria for preparation of the Opening Day Collection has been submitted to Baker & Taylor. Items will be shelf ready upon arrival.
 7. Johnson distributed a list of policies from the City Personnel Policy manual that the Board may approve without modification due to differing policies or the need to add library specific language. The remaining policies in the manual will need modification and will be submitted at a later date.
 8. Miscellaneous: none.
 - B. Reports from Department Heads
 1. Public Services & Reference: Anderson reported on the Opening Day Collection preparations.
 2. Youth Department: none.
 - C. Referred for Board action
- MOTION:** (Behm, Blair-Broeker) to approve only the Cedar Falls Personnel Policies listed on the document distributed by Johnson. Passed.
7. Reports of Standing and Special Committees: As liaison to the Friends of the Library, Behm reported that the Friends of the Library have completed their audit, received over 1,000 items donated by the used book store that went out of business, are working on revising their mission statement, and were successful in acquiring the number of signatures needed in order to submit the library levy petition to the City Clerk.
 - A. Building Project Update: Behm reported that she, Ann Jones and Bruce Sorensen toured the current library facility in order to determine items that can be salvaged, moved, or sold prior to demolition. Items like the pressed ceiling may need to be put up for bid nation-wide. Library specific items can be listed on the iowalib listserv for sale and miscellaneous items such as desks, tables, and chairs will be moved to another location by the city, stored and later auctioned. Tim Jones noted that removing decorative exterior architectural features would be expensive but he will get a quote to reference in case there is interest.

Johnson invited Steve Moore, City Attorney, to present information concerning the library levy which was submitted to the Clerk's office. Moore distributed packets that contained correspondence from the City Attorney's office to Ivan T. Webber of Ahlers & Cooney, PC, Mr. Webber's response, correspondence from the City's auditor, and appropriate sections of the City Code. Moore reviewed the materials and summarized the issues that, in Mr. Webber's opinion, might jeopardize the success of the library levy petition that has been accepted for filing with the City Clerk's office.

Moore outlined the process noting that after the petition to put a library levy on the ballot is submitted there is a five day period during which a written objection may be filed. If an objection is filed then a committee comprised of the Mayor, the City Clerk, and a City Council member would need to determine if the objection is valid. The levy would be turned in to the election office by September 19 if the objection was ruled invalid and voters would determine the outcome.

Board members questioned objections to the levy language considering it was based on successful levies in other Iowa communities and, if an objection was submitted, would the three-member panel convene at an Open Meeting to allow presentations by both sides of the objection? Moore will investigate the Open Meeting aspect.

Based on the opinion of Mr. Webber, City Council member, Stan Smith stated that he would file a written objection. Board members commented that the decision to pursue this petition to levy was to help alleviate pressure on the City's General Fund, as well as the library's materials budget, due to the State's reinventing government reductions in funding to cities. Mr. Smith indicated that he would favor a request to increase the library materials budget during the upcoming budgeting process should the board choose to submit one.

It was noted that the \$10,000 annual CIP funding for reference materials will end in FY05 and it was suggested that the library request a five-year extension at \$30,000 per year to help offset the budget reduction and potential defeat of the library levy.

Moore offered the following alternatives to the Board:

1. Withdraw the current petition and resubmit in November 2005 after the language issue has been resolved
2. Withdraw the current petition, rewrite it with broader language geared toward the "general support of the library" and quickly gather the necessary signatures to meet the filing deadline
3. Continue with the current petition knowing that a written objection will be filed, that the *three member panel may agree with the objection (which would stop the process) or the panel may determine the objection is not valid (which would allow the levy to be placed on the November ballot)
4. Leave the current petition on file and try to submit a rewritten petition, with signatures, on time

*It was noted that the three-member panel would need to have a special meeting on September 15 to meet all deadlines.

After discussion, the board agreed by consensus to leave the current petition on file.

8. Unfinished Business: none.
9. New Business: none.
10. Meeting adjourned by consensus.

Respectfully submitted,

Carol Kayser
Secretary, Pro-Tem