

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

Members present: Behm, Blair-Broeker, Deaver, Luze, Pfalzgraf, Richardson, Seymour. Staff: Anderson, Johnson, Nangle, Kayser. Guest: Sheryl Groskurth, Waterloo Public Library.

1. Meeting was called to order by President Behm.
2. **MOTION:** (Seymour, Pfalzgraf) to approve the agenda as presented. Passed.
3. **MOTION:** (Luze, Blair-Broeker) to approve the February minutes as presented. Passed.
4. Communications from the Officers: none.
5. **MOTION:** (Richardson, Seymour) to approve the March library bills as presented. Passed.  
**MOTION:** (Deaver, Richardson) to approve the Investment Fund bills as presented. Passed.
6. Usage Report: reviewed & filed.
7. Director's Report:
  - A. Informational Update.
    1. First session of the Iowa Stories "Books & Brunch" program was held on Saturday, Feb 25 at Hansen Elementary in Cedar Falls and Lincoln Elementary in Waterloo. Waterloo & Cedar Falls Schools may consider continuing to work together on this project in future years and will explore grant opportunities. Two more sessions will be held on Saturday, March 25 & April 29.
    2. In FY06, the library received two significant grants for projects. Over \$24,000 will be used for the Cedar Valley's Youth Read (CVYR) project. The Books & Brunch grant was around \$6,000.
    3. No report about FY07 budget yet. Library usually receives copies for the public to review but have not received yet. Reports from the City Council meeting indicated that \$5000 from the library budget may have been set aside for the Municipal Band. Not sure how this will impact the FY07 library budget.
    4. Introduced Sheryl Groskurth from the Waterloo Public Library who will serve as interim director for both libraries until a new director has been appointed.
    5. Miscellaneous: Board will need to approve salary increases for the shared positions at a later date.
  - B. Reports from Department Heads
    1. Public Services/Reference: Staff & public are pleased with the transition to the Pharos system.
    2. Youth: New puppet theatre in youth department is very popular. Will incorporate puppet shows into various storytimes. Visiting author, Christopher Paul Curtis, will be here the first week in April. There will be workshops with students and a public presentation, too. Paige will be promoting this CVYR project on KBBG. Cable Channel 15 aired a spot about the library's participation in the Project Insight community-wide promotion.
    3. Tech Systems: no report.
  - C. Referred for Board Action: none.
8. Committee Reports:
  - A. Friends of the Library (FOTL): Membership renewal brochures were mailed. All board members are encouraged to become members. The Book Nook has provided materials for a University of Northern Iowa student who will be traveling to Brazil to help set up a women & children's center. Also, have provided magazines for inmates at the Black Hawk County Jail. Reminder that the Waterloo & Cedar Falls FOTL will be sponsoring a staff/board/FOTL retirement party for Carol French Johnson on Friday from 5:30-7:30 in the Cedar Falls Public Library. A public reception will be held on Tuesday, March 14 from 4:00-6:00 PM at the Waterloo Public Library.
  - B. Finance: Committee worked on responses to questions that were raised concerning the director search, library operations, etc. Additional information was provided to City Council about library

programs, usage, endowment funds, support by the Friends of the Library organization, etc. Deaver also discussed what took place at the City Council's Budget Planning Meeting concerning the \$70,000 request from outside (non-city) agencies and the possible \$5,000 from the library budget that may be held in contingency for the Municipal Band. It was pointed out that the FY07 budget approved by the library board was \$140,000 less than the FY06 budget due to the anticipated levy funds from which all materials, supplies and salaries supporting the acquisition & preparation of the materials will be paid. Deaver noted that Susan Staudt is working on the language for the levy resolution that will be approved by the City Council. It was agreed to continue communications to the City Council from the Director and the Board. Johnson will forward information about the search process updates to Council.

- C. Personnel: no report.
  - D. Ad Hoc Search Committee: Next week there will be interviews with four candidates. Board members and staff are invited to attend the public presentations for each candidate which will be held at the Waterloo Public Library on Tuesday & Wednesday (7<sup>th</sup> & 8<sup>th</sup>), the exact times will be forwarded to board and staff at a later date. Gasser & the search committee have prepared questions for the interviews, which will be closed at the request of each candidate. Candidates will be escorted around the communities and both libraries by committee members.
9. Unfinished Business: none.
10. New Business: none.
- 11: Adjourned by consensus.

Respectfully submitted,

Carol Kayser  
Secretary Pro-Tem