

**MINUTES
CEDAR FALLS PUBLIC LIBRARY
(CFPL)
BOARD OF TRUSTEES
May 4, 2005**

Members present: Beed, Behm, Blair-Broeker, Gasser, Luze, Pfalzgraf, Richardson, Seymour. Staff: Anderson, Dargan, Nangle, Kayser.

1. Meeting was called to order by President Behm.
2. **MOTION:** (Blair-Broeker, Beed) to approve the agenda with the addition of Item VII. C. 2. Closing for Library Staff In-Service. Passed.
3. **MOTION:** (Seymour, Richardson) to approve the April minutes. Passed.
4. Communications from the Officers: Behm gave an update on Johnson's recuperation and conveyed a message of thanks for the flowers, calls, cards & e-mails, etc.
5. **MOTION:** (Richardson, Beed) to approve the May bills as presented except for the credit to EBSCO which we will hold until there is an invoice to which the credit may be applied. Passed.
6. Usage Report: reviewed and filed.
7. Director's Report: (as presented by staff and Behm)
 - A. Informational Update
 1. The Donor Recognition Party is scheduled for Jun 10th from 6:00-8:00 PM. Decorations will be by Vintage Iron and Martha Ives will cater.
 2. Still no ruling on the levy language by the State Attorney's office. Discussed the time line for the levy process; add to next month's agenda.
 - B. Department Head Reports
 1. Public Services & Reference: no report.
 2. Youth Department:
 - a. Nangle and Youth Staff presented a powerpoint program at the Kids First Conference about the process involved in funding & implementing the Donuthead project.
 - b. Michelle Coleman will be moving and her last day will be May 6th. This position was offered to the next qualified applicant who was still available. Laura Fischer Walter will replace Michelle as a part-time library assistant in the youth department starting this week.
 - c. The Summer Library Program theme is "One Sick Summer at the Cedar Falls Public Library" and will be based on grossology. Nangle provided a sample of one of the craft projects.
 3. Technical Services Administrator: Continuing to work on various upgrades. Dargan will be on medical leave for 3-6 weeks starting May 16.
 - C. Referred for Board Action:
 1. Behm distributed copies of the letter sent to the City Council to start the process which will allow the library, Visitor & Tourism and the Hearst Center to serve wine & beer at special events. The City Council will need to review and approve changes to the ordinance. Reviewed copies of the proposed library-specific policy which was based on the policy used by the Hearst Center. It was noted that the word "then" should be changed to "than" in statement number 6 and suggested that the last statement be modified to read "All wine and beer served will not be purchased with operating funds."

MOTION: (Beed, Blair-Broeker) to approve the Policy for Serving Wine and Beer at the Cedar Falls Public Library with the correction and modification as discussed. Passed.

2. The joint staff in-service with Waterloo Public Library is scheduled for Friday, August 12th. There will be an emphasis on dealing with patron behaviors and situations since there has been an increase in incidents at both libraries.

MOTION: (Beed, Blair-Broeker) to close the library on Friday, August 12th for a staff in-service. Passed.

8. Committee Reports
 - A. Friends of the Library (FOTL) held their annual meeting on April 14th. There are three new board members. A slight change to the by-laws concerning membership was made and the board agreed to continue to participate in Sturgis Falls and the College Hill Arts Festival. The Cornerstone Club plaque was presented which contains the names of all members in 2004 to commemorate the new library and Book Nook.
 - B. No Finance Committee report.
 - C. Blair-Broeker gave an overview of the process for the director evaluation and summary. The Committee has met and discussed the summary with the director.
9. Unfinished Business: none.
10. New Business: Behm reported that Mark Ripplinger, Parks Department, will prepare a plan for ways that we might incorporate the old library "capitals" into our landscaping. These items were salvaged and have been in the Public Works storage building.
11. **MOTION:** (Beed, Richardson) to adjourn. Passed.

Respectfully submitted,

Carol Kayser
Secretary Pro-Tem