

MINUTES
CEDAR FALLS PUBLIC LIBRARY (CFPL)
BOARD OF TRUSTEES
May 2, 2007

Members present: Blair-Broeker, Deaver, Gasser, Pfalzgraf, Seymour. Staff: Groskurth, Anderson, Dargan, Kayser.

1. Meeting was called to order by President Deaver.
2. **MOTION:** (Pfalzgraf, Gasser) to approve the agenda as presented. Passed.
3. **MOTION:** (Seymour, Pfalzgraf) to approve the April meeting minutes as presented. Passed.
4. Communications from the Officers: Deaver and Pfalzgraf each received a complaint/statement of concern about the snake being loose in the library. Snake has since been found.
5. **MOTION:** (Gasser, Blair-Broeker) to approve the May 2007 library bills as presented. Passed. No investment bills this month.
6. Usage Report: Reviewed and filed.
7. Director's Report:
 - A. Informational Update
 1. Judi Cutler & Mary Huber gave an overview of the Public Art Committee's Streetscape plan for public art. At this time, the committee is fundraising to purchase two pieces that are currently being leased. The sculpture, Drop Leaf Chicken, resides on the corner of 5th & Main and the committee needs to raise over \$33,000 to keep this whimsical piece permanently. The committee suggested the library board might want to pledge toward this project over time, possibly \$2,000 per year over the next five years. Board discussed potential funding sources; noted it is a quality piece. Groskurth will investigate possible funding sources.
 2. Skeeze the snake was found by custodial staff yesterday morning. Will use the funds anonymously donated to the FOTL to purchase a new, escape-proof cage. Announcements to all media have been sent out.
 3. The CFPL will be working with UNI to maintain a satellite "browsing" collection at the UNI library. Will use donated materials (mostly popular fiction), items will be cataloged and patrons will need to use a CFPL library card to check the items out, will be part of our circulation statistics.
 4. Distributed a copy of the Attorney General's opinion on the levy language issue which did not support putting language limiting use of revenue on the ballot/referendum.
 5. Miscellaneous:
 - (a) City of Cedar Falls has a new URL: www.cedarfalls.com. There is a link to an application form for those interested on serving on the Library Board of Trustees (as well as other boards and committees). Board members questioned how this document was compiled; some of the questions appear to be too detailed or in-depth for a new volunteer to reasonably answer. It was noted that no questions addressed censorship or technological issues that are hot topics in libraries. Groskurth will check with the Mayor on the thought process/origin of the form.
 - (b). Phone system was changed to VOIP. However, the old phone system is still in place since the paging system was not considered in the plans. The library firewall has been moved to City Hall with a written understanding of access/maintenance.
 - B. Reports from Department Heads
 1. Public Services:
 - (a) The First Ever Adult Summer Reading Program has been scheduled for this summer. It will be a self-paced program and there will be drawings for prizes.
 - (b) Several author visits/book programs are being planned; Barbara Lounsberry will present her Nancy Drew program, date & time to be announced.
 2. Youth Department: no report.
 3. Tech Systems:
 - (a) Planning to upgrade our WiFi connection; will cost approximately \$8-9 per month. Currently using free (but not 100% reliable) connection.

- (b) Web Pac Pro will be implemented in May making our on-line catalog more functional and professional looking.
 - (c) Dargan reviewed plans for maintaining our computer infrastructure (about 75 computers on our system); CIP funds are budgeted in FY08 and FY09 for upgrades & replacements; ideally would replace 13/year to stay current. Critical machines will have highest priority; any disposals would be reformatted, no software transfer.
- C. Referred for Board Action:
- 1. Reviewed comparison of Board approved FY08 budgets with City Council approved General Fund and Levy budgets. Only minor changes noted.

MOTION: (Pfalzgraf, Seymour) to approve the final General Fund & Levy Budgets as approved by the City Council. Passed.

- 2. FY08 salary increases ranged from 2-6% with the average being 3.5% for CF employees citywide. A 3.5% increase for the shared youth services librarian for FY08 was suggested.

MOTION (Blair-Broeker, Gasser) to approve a 3.5% salary increase for the shared youth services librarian for FY08. Passed.

- 3. Due to scheduling conflicts and holidays, it was suggested that the dates for the June and July board meetings be modified.

MOTION: (Seymour, Gasser) to change the June 6th library board meeting date to June 13th and to move the July 4th meeting date to July 11th. Passed.

- 8. Committee Reports:
 - A. New FOTL officers elected. Jim Day will serve as President and Past President, Sue Doody, agreed to stay on as ex-officio. This may require changing the FOTL bylaws. Blair-Broeker, and other volunteers, have been maintaining the landscaping around the library and wondered if the city would provide mulch. Groskurth will investigate.
 - B. Finance Committee: no report.
 - C. Personnel: no report.
 - D. Levy Oversight Committee: reviewed draft of March committee meeting notes. Groskurth is preparing a timeline of levy discussions & actions; may need to have a joint meeting with all who were involved with the process.
- 9. Unfinished Business: none.
- 10. New Business: none.
- 11: **MOTION:** (Pfalzgraf, Blair-Broeker) to adjourn. Passed.

Respectfully submitted,

Carol Kayser
Secretary Pro-Tem