

MINUTES OF REGULAR MEETING OF THE
TOLEDO PUBLIC LIBRARY BOARD OF TRUSTEES
TUESDAY, SEPTEMBER 20, 2022

A regular meeting of the Board of Trustees was held on Tuesday, September 20, 2022 at the Toledo Public Library. Vice President Kevin Nelson called the meeting to order at 5:30 PM. The following Trustees were present: Kevin Nelson, Erin Gumm, Kathy Holtz, and Director McFate. Gumm made a motion to accept the proposed agenda. Holtz seconded. All voted aye.

August 2022 Meeting Minutes: Motion made by Gumm to accept the minutes, seconded by Holtz. All voted aye.

Public Comments: None

Correspondence: None

-Library Reports: Director McFate reported the following:

- The library received \$100 donation from Lincoln Savings Bank.
- Annual Book Sale started September 1st and will run until October 15th.
- City Safety Meeting will be held on Wednesday, September 28th at the City Clerk's office @ 10:00 am.
- Annual State Library Report is completed and submitted. Reviewed Annual Report.
- Library display cases are hosting Mylie Upah, age 9 in September, and Michael Davis and his spooky art work for October.
- Library Programs:
 - "Back to School Night" was on August 22nd at the STC Elementary = 65 people stopped by the library table.
 - "Library Lab" resumed on Tuesday, Sept. 6th.
 - "Story Time with Mary" resumed on Wednesday, Sept 7th.
 - 2022 Homecoming parade. The library will be participating in the homecoming parade as a member of "Partners in Education." There will be a small float, Director McFate, Assistant Harms will be walking alongside float with kids who attend library programs, and any patrons who wish to participate with the library.
 - "Spooky Plants" program on Wednesday, October 26th from 6:30 – 8 pm. The library will collaborate with Cheryl Bruene from the ISU Extension office. There will be a short webinar to start, followed by a craft and snack. Registration is recommended, but not required, due to supplies needed.
 - "Election Soup Luncheon" will be on Tuesday, November 8th from 11:30 – 1 pm. The library foundation is looking for any volunteers to make soup, bars or just help out the day of the luncheon.
 - "Titanic" program will be on Thursday, April 13, 2023. More details about the program will come at a later date.
- Library Grants:
 - AWE Digital Literacy Workstations = Max and Helen Guernsey Charitable Foundation. Grant is in the amount of \$13,912.00. The library currently has four literacy stations with preloaded educational games. One of the workstations is not operational. The warranty expired in 2019.
 - Tama County Community Foundation Grant for 2023. The library will be applying for a Makerspace grant, the purchase of a Cricut machine, laptop, and accessories.

Monthly Reports:

The group reviewed the monthly reports for circulation, volunteers, library programs, meetings, petty cash balances, and deposits shared by McFate.

Warrants & Payroll:

Gumm made a motion, seconded by Nelson to approve the warrants and payroll as presented. All voted aye.

Monthly Gift & Trust: None

Old Business:

Holtz made a motion to accept the amended version of the Selection/Collection Development policy. Seconded by Gumm. All voted aye.

Gumm made a motion to accept the amended version of the Statement of Concern about Library Resources policy. Seconded by Nelson. All voted aye.

New Business:

*Review Policy: Suspension of Privileges

Board Education:

*Iowa Library Trustee's Handbook (Chapter 16) -Discussion held.

*Director Review

A motion was made by Nelson, seconded by Holtz to adjourn the meeting at 6:10 PM. All voted aye. The next meeting will be held on Tuesday, October 18th, 2022 at 5:30 PM.