

MINUTES OF REGULAR MEETING OF THE
TOLEDO PUBLIC LIBRARY BOARD OF TRUSTEES
TUESDAY, SEPTEMBER 21, 2021

A regular meeting of the Board of Trustees was held on Tuesday, September 21st, 2021 at the Toledo Public Library. President Becca Chyma called the meeting to order at 5:37 PM.

The following Trustees were present: Becca Chyma, Steve Bearden, Kathy Holtz, and Director McFate.

Correspondence: USDA group sent a thank you note and a \$11 donation.

August 2021 Meeting Minutes:

Motion made by Chyma to accept the minutes, seconded by Bearden. All voted aye.

Library Reports:

Director McFate reported the following:

- * Library Annual Report has been completed and submitted.
- *Library staff participated in "Back to School Night at STC Elementary:" 83 parents and children stopped by the table.
- *Fluid Art Program was held on September 9th with two sessions (10:30 and 5:30). Cost was \$5. Good response.
- *Library Lab began on September 13th.
- *Storytime with Mary resumed on September 1st.
- *Annual Book Sale began September 1st and will run thru October 31st.
- *Promoting the library: Twitter Account has been added.
- **This is Us: Get to Know Your Community Event* on October 21st from 5-7 PM at the Tama Civic Center. Library Staff will attend.
- *Halloween Event at the Tama Civic Center, 5-7 PM on October 23rd. Library Staff plans to participate.
- *The 2021 Toledo Public Library Annual Survey was shared (Staff, Revenue, Expenses, Circulation, Additional Numbers).

Monthly Reports:

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

Warrants & Payroll:

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

Monthly Gift & Trust: Holtz made a motion to pay \$721.38 for the renewal of BRIDGES Digital. Seconded by Chyma. All voted aye.

Old Business:

- *Public Comment Policy Discussion
- *Conflict of Interest Policy Discussion

New Business:

- *Library Accreditation
 - Zoom Meetings by State Library
 - Education of Board of Trustees – set aside 15 minutes per meeting
- *Strategic Plan
- *Director Vacation- Motion made to approve vacation of director on Sept 27-Oct 1. Seconded by Bearden. All voted aye.

A motion was made by Bearden, seconded by Chyma to adjourn the meeting at 6:45 PM. All voted aye. The next meeting will be held on Tuesday, October 19th, 2021 at 5:30 PM.

Respectfully Submitted,
Steve Bearden, Secretary