

MINUTES OF REGULAR MEETING OF THE  
TOLEDO PUBLIC LIBRARY BOARD OF TRUSTEES  
TUESDAY, MAY 17, 2022

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A regular meeting of the Board of Trustees was held on Tuesday, May 17, 2022 at the Toledo Public Library. President Becca Chyma called the meeting to order at 5:36 PM. The following Trustees were present: Becca Chyma, Steve Bearden, Kathy Holtz, and Kevin Nelson and Director McFate.

*April 2022 Meeting Minutes:* Motion made by Nelson to accept the minutes, seconded by Chyma. All voted aye.

*Public Comments:* None

*Correspondence:* A \$20 donation from a patron.

*Library Reports:* Director McFate reported the following:

\*Summer Reading Programs: Registration began May 15<sup>th</sup>.

\*Read for the Bead" Program. Dates are June 1-July 31<sup>st</sup> for grades K-8<sup>th</sup>. Kids read at their own pace and record their minutes on a tracking sheet. 20 minutes=1 colored bead.

\*A-Z Challenge Program. Dates are June 1-July 31<sup>st</sup> for grades K-8<sup>th</sup>. When challenges are completed, the kids color in corresponding letter, earning small prizes.

\*Book BINGO Program. Dates are June 1-August 13<sup>th</sup> for all adults. Each BINGO completed participants will each one entry for the grand prize. Each card has the potential to award 12 drawing entries per person.

\*Outdoor Scavenger Hunt. Dates are June 1-June 30<sup>th</sup> for grades K-8<sup>th</sup>. Kids stop in the library to pick up a bag with a checklist. Find the items on the list, return the bag to the library for a prize.

\*Summer Camp Summer Library Lab. Mondays and Wednesdays in June beginning June 7<sup>th</sup>. Grades 1<sup>st</sup>-6<sup>th</sup>. PM Session was added. Tuesdays and Thursdays in June beginning June 7<sup>th</sup>. Grades 1<sup>st</sup>-6<sup>th</sup>. AM Session @ 10:30 AM and PM Session @ 1:00 PM.

\*Story Time will continue on Wednesdays @ 10:30 AM.

\*ISU Extension Programs:

"On Your Own and Okay" – Wednesday, June 8<sup>th</sup> from 10AM-4PM. Kids bring their own sack lunch (Cost is \$5)

\*The library will be closed on Monday, May 30<sup>th</sup> in honor of Memorial Day.

\*The Toledo Public Library has received word that it has achieved Tier 3 Accreditation through February 2025.

*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 Bearden to approve the warrants and payroll as presented. All voted aye.

*Monthly Gift & Trust:*

Holtz made a motion to approve \$242.27 for the purchase of children's books from Ingram. Seconded by Chyma. All voted aye.

*Old Business:* None

*New Business:*

\*Reviewed Policy- Library Plans, Goals, and Objectives

\*Reviewed Policy- Technology Plan

\*Custodian Resignation (June 30<sup>th</sup>)

\*Director's Vacation- Holtz made a motion to approve every Friday for the next five weeks. Seconded by Chyma. All voted aye.

*Board Education:*

\*Iowa Library Trustee's Handbook (Chapter 8)

A motion was made by Nelson, seconded by Holtz to adjourn the meeting at 6:15 PM. All voted aye. The next meeting will be held on Tuesday, June 21st, 2022 at 5:30 PM.

Respectfully Submitted,  
Steve Bearden, Secretary