

MINUTES OF REGULAR MEETING OF THE
TOLEDO PUBLIC LIBRARY BOARD OF TRUSTEES
TUESDAY, JUNE 15, 2021

A regular meeting of the Board of Trustees was held on Tuesday, June 15th, 2021 at the Toledo Public Library. President Becca Chyma called the meeting to order at 5:34 PM.

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

May 2021 Meeting Minutes:

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

Correspondence: The group received correspondence from the Tama County Historical Society.

Library Reports:

Director McFate reported the following:

*Two exterior security cameras installed and one exterior security camera installed.

*Summer Reading Programs:

-Read for the Bead Program (June 1-July 31)

-A-Z Challenge Program (June 1-July 31)

-Book Bingo Adult Reading Program (June 1-July 31)

-Summer Art Lab (Tues & Thurs in June- AM Session @ 10:30AM/PM Session @ 1:00PM

-Nature Lab with Tama County Naturalist Brendan Kelly (AM Session @ 10:30AM/PM Session @ 1:00PM)

-Story time will continue on Wednesdays @ 10:30AM

*ISU Extension Programs:

-Babysitter Basic Training (June 28, 10AM-4PM)

-Reading Colors Your World Colors Program (Monday, June 21st @ 1:00PM)

Monthly Reports:

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

Warrants & Payroll:

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

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

Monthly Gift & Trust:

-Motion made by Nelson, seconded by Holtz to approve the purchase security cameras and for technology upgrades from B3 Technology in the amount of \$517.50.

-Motion made by Nelson, seconded by Holtz to approve the purchase of inspirational fiction books in the amount \$487.18. All voted aye.

Old Business: None

New Business:

*Policy Updates- Discussion held on the following:

-XV. Library Conduct including a Code of Conduct Incident Report Form

*Holtz made a motion to approve Director McFate's request for vacation time on Mondays and Fridays for the remainder of June. Seconded by Chyma. All voted aye.

A motion was made by Nelson, seconded by Holtz to adjourn the meeting at 6:35 PM. All voted aye. The next meeting will be held on Tuesday, July 20th, 2021 at 5:30 PM.

Respectfully Submitted,
Steve Bearden, Secretary