

MINUTES OF REGULAR MEETING OF THE
TOLEDO PUBLIC LIBRARY BOARD OF TRUSTEES
TUESDAY, AUGUST 16, 2022

A regular meeting of the Board of Trustees was held on Tuesday, August 16, 2022 at the Toledo Public Library. President Becca Chyma called the meeting to order at 5:33 PM. The following Trustees were present: Becca Chyma, Kevin Nelson, Erin Gumm, Kathy Holtz, and Director McFate. Nelson made a motion to accept the proposed agenda. Gumm seconded. All voted aye.

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

Public Comments: None

Correspondence: None

-Library Reports: Director McFate reported the following:

- Summer Programs are finished. Kids read 45,480 minutes this year.
- Stuff the Bus: The library is a drop off zone for collecting school materials for the South Tama County School District. All materials will be picked up before school starts on August 23rd. The library will continue to collect materials until September 1st.
- Skeeter the Circus Clown, the Culpepper & Merriweather's Goodwill ambassador gave a 20-minute program at the library on Monday, August 15th.
- "Back to School" Night: The library will be participating again this year on Monday, August 22nd from 5 - 6:30 pm at the STC Elementary School.
- Annual Book sale starts on September 1, 2022.
- Library will be closed on Monday, September 5, 2022 for Labor Day.
- Library Lab will resume on September 6th. Times will be the same as last year.
- Story Time with Mary resumes on Wednesday, September 7th at 10:30 am.

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

Monthly Gift & Trust: Holtz made a motion to pay \$797.49 for the renewal of BRIDGES Digital. Seconded by Nelson. All voted aye.

Old Business:

Gumm made a motion to accept amended version of the Volunteer policy. Seconded by Chyma. All voted aye.

New Business:

*Reviewed Policy – Selection/Collection Development

*Reviewed Policy – Selection Policy for Minors

*Reviewed Policy – Statement of Concern about Library Resources.

*Custodian – a bid was submitted by Heicey Alvarado for cleaning services. Nelson made a motion to hire Heicey at \$15 per hour / 4 hours a week for a probationary period of 90 days. We will review and discuss a rate increase at the end of the 90 day period. Seconded by Gumm. All voted aye.

Board Education:

*Iowa Library Trustee's Handbook (Chapter 15) -Discussion held.

*Director Review

A motion was made by Nelson, seconded by Gumm to adjourn the meeting at 6:50 PM. All voted aye. The next meeting will be held on Tuesday, September 20th, 2022 at 5:30 PM.

Respectfully Submitted,
Steve Bearden, Secretary