MINUTES OF REGULAR MEETING OF THE
TOLEDO PUBLIC LIBRARY BOARD OF TRUSTEES
TUESDAY, SEPTEMBER 22, 2026

A regular meeting of the Board of Trustees was held on Tuesday, September 22, 2026 at the Toledo Public Library. The following Trustees were present: Becca Chyma, Kevin Nelson, and Kathy Holtz. President Chyma called the meeting to order at 4:01PM. Director Sheri McFate was also in attendance. Nelson made a motion to accept the proposed agenda. Chyma seconded. All voted aye.

Public Comments: None

Correspondence: None

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

Library Reports: Director McFate reported the following:

***Iowa Libraries Adventure Pass Program:** Two passes used to the Blank Park Zoo, 2 passes used to the Botanical Gardens in Des Moines and One pass used to the Science Center of Des Moines in August.

***Annual Survey Completed**: Trustees reviewed State Library Annual Survey.

***Annual Book Sale:** Annual book sale began on September 1st and will run until end of September, possibly the middle of October.

***McElroy Grant 2026:** all materials have been purchased and processed.

***Dollar General Literacy Foundation Grant 2026:** Library applied for and was awarded $2,100.

***Upcoming Events:**

- Homecoming Parade = Thursday, October 1st @ 6pm.
- Trick or Treat Trail = Saturday, October 24th from 4-6 pm at the STC HS Parking lot.
- Cricut Class = Tuesday, October 27th from 6-7:30 pm. Cost is $5 to cover materials. They will be making T-Shirts.
- Fall Soup Luncheon = Tuesday, November 3rd from 11-1
- Hometown Holiday Make & Take Ornament Craft = Saturday, November 21st from 9-12. They will be decorating pre-made wooden stockings.
- Lighted Parade = Saturday, November 21st @ 5:30 pm.
- Jolly Lights at the Heights = Saturday, November 21st following the lighted Parade. Set up is on November 8th from 12-4.
- Noon Year's Eve Party = December 31st from 11:12:30 pm.

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, Nelson seconded to approve the warrants and payroll as presented. All voted aye.

Monthly Gift & Trust: None.

Old Business: Carmen Nunez was discussed as a potential new Library Trustee. Holtz will follow up and report back at the next meeting.

New Business: The library was discussed as a possible location for parent pick-up should the STC MS have to evacuate students for any reason. Director McFate will look into policy for this and if it should be added to library policy.

Board Education:

***Iowa Library Trustee's Handbook-** Chapter 16

***Director Review-**

A motion was made by Nelson, seconded by Holtz to adjourn the meeting at 4:32 PM. All voted aye. The next meeting will be held on Tuesday, October 20th, 2026 at 5:30 PM.

Respectfully Submitted,