

MINUTES OF REGULAR MEETING OF THE
TOLEDO PUBLIC LIBRARY BOARD OF TRUSTEES
TUESDAY, JANUARY 17, 2023

A regular meeting of the Board of Trustees was held on Tuesday, January 17, 2023 at the Toledo Public Library. President Becca Chyma called the meeting to order at 5:35 PM. The following Trustees were present: Becca Chyma, Steve Bearden, Kevin Nelson, and Erin Gumm. 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

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

-Library Reports: Director McFate reported the following:

**Library Grants:*

**5-2-1-0 Healthy Choices Count:*

-State of Iowa Department of Health and Human Services

**Library Maker Space for Creative Projects:*

-Tama County Community Foundation 2023: Apply for \$2,684 from grant, with \$1,180 from Foundation for a total of \$3,864.

**Tama County Conservation Program:*

**Knee-High Naturalists- Held the 1st Saturday of the month from 10:00 to 10:30 AM for ages 3-6.*

**Tama County Library Association Meeting:*

**Supervisors Meeting- January 18, 2023 in Dysart*

**Director McFate created a brochure for the Tama County Library Association*

**Library Automation Upgrade:*

**Apollo Upgrade- Apollo caters more to public libraries than our current Follett, which caters more to school libraries. The Library Foundation will cover the initial start-up cost.*

**Kids' Corner Daycare- will resume delivery to the daycare soon*

Monthly Reports:

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

Warrants & Payroll:

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

Monthly Gift & Trust: None

Old Business:

**FY 24 Budget- City Council Meeting: Reviewed the FY 2022-2023 Budget, the FY 2023-2024 Proposed Budget, and Proposed 2023-2024 Salaries*

New Business:

**Trustee Erin Gumm notified the group that she has accepted a job opportunity in Wisconsin; therefore, she will be leaving her post. The group thanked Gumm for her years of service and wished her success in her new endeavor. The Trustees will seek possible replacements immediately.*

**Custodian Review*

Nelson made a motion to increase the hourly wage as custodian to \$16.00/hour for Heicey Alvarado.

Seconded by Erin Gumm. All voted aye.

**Review Library Strategic Plan*

-Discussion of Service Response #2 (Civic and Community Engagement)

**Review Library Mission Statement*

Board Education:

**Iowa Library Trustee's Handbook (Chapters 1 & 2). Discussion held.*

A motion was made by Gumm, seconded by Nelson to adjourn the meeting at 6:33 PM. All voted aye. The next meeting will be held on Tuesday, February 21st, 2023 at 5:30 PM.

Respectfully Submitted,
Steve Bearden, Secretary