

**MINUTES OF REGULAR MEETING OF THE
TOLEDO PUBLIC LIBRARY BOARD OF TRUSTEES
TUESDAY, AUGUST 19, 2025**

A regular meeting of the Board of Trustees was held on Tuesday, August 19th, 2025 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 and Kathy Holtz. 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: Donations from Jackie Cizek, check for the amount of \$5,000, and Kevin & Marcia Stamp, check for the amount of \$25.

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

Library Reports: Director McFate reported the following:

***Summer Reading Program 2025 – “Level Up @ Your Library”** - All reading challenges are finished. Director McFate went over the stats for this summer program.

***STC Summer School Visit** - 54 students and teachers came to the library on August 14th & 15th. Assistant Brandi Harms gave them a tour; some library information and let them use the Creation Station.

***STC “Back to School Night”** - Assistant Brandi Harms will be attending to represent the Toledo Library at Back-to-School night at the STC Elementary on August 21st from 4-6 pm. She will hand out bookmarks, pencils and brochures, including a drawing for a free book. There will also be registrations and calendars available for Library Lab sign up.

***Library will be closed Monday, September 1st for Labor Day.**

***Annual Book sale begins Tuesday, September 2nd.**

***Library Programs:**

-Library Lab will resume Tuesday, Sept. 2nd. Times have changed for Monday & Wednesday to accommodate the kids walking from the new middle school. Monday @ 4 pm & Wednesday @ 3 pm.

-Storytime will resume Wednesday, Sept. 3rd @ 10:30 am.

-Chess and Checkers will continue with Dave Chizek from 2:45 to 3:45.

***Upcoming Library Events:**

-**Homecoming Parade** – Thursday, Sept. 18th. Time TBD

-**Books for Cooks w/ Jenny Hulme, ISU** – Wednesday, Sept 24th from 10 am – 2 pm

-**Trick or Treat Trail** – October. Exact date and time TBD.

-**Fall Soup Luncheon** – November. Exact date and time TBD.

-**Hometown Holiday Craft & Parade** – November 22nd. Time TBD.

-**Jolly Lights @ the Heights** – November 22nd. More information to follow.

-**Noon Year’s Eve Party** – December 31st. More information to follow.

***Iowa Libraries Adventure Pass Update**

- In July we had 6 passes used at the Blank Park Zoo, 1 pass used at the Children’s Museum, 1 pass used at Reiman Gardens and 1 pass used at the Science Center.

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 warrants and payroll as presented. All voted aye.

Monthly Gift & Trust: None

Old Business:

- Update on Basement Discussion: Install a doorway at the bottom of the stairs to better serve storage purposes. McFate will continue to request bids.

New Business: None

Board Education:

-Iowa Library Trustee’s Handbook- Chapter 15

-Tama County Library Association Meeting- Director McFate reported on quarterly meeting from July.

A motion was made by Nelson, seconded by Chyma to adjourn the meeting at 6:15 PM. All voted aye. The next meeting will be held on Tuesday, September 16th, 2025 at 5:30 PM.

Respectfully Submitted,