

**MINUTES OF REGULAR MEETING OF THE  
TOLEDO PUBLIC LIBRARY BOARD OF TRUSTEES  
TUESDAY, FEBRUARY 16, 2024**

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A regular meeting of the Board of Trustees was held on Tuesday, February 20, 2024 at the Toledo Public Library. President Becca Chyma called the meeting to order at 5:39 PM. The following Trustees were present: Becca Chyma, Kevin Nelson, Kathy Holtz, and Steve Bearden. 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

**January 2024 Meeting Minutes:** Motion made by Nelson to accept the minutes, seconded by Chyma. All voted aye.

**Library Reports:** Director McFate reported the following:

**Library Grants:**

\*Youth Creation Station: Tama County Community Foundation 2024: Application filed on January 15, 2024. We are creating a space in the Young Adult Area for a Creative Station for your younger patrons. Total amount applied for \$5,570. (\$1,200 by Library Foundation)

**Library Programs:**

\***Pilgrim Heights** will begin to hold programs here on no school days during February, March, and April.

\***Library Lab:** for the next 2-3 weeks they will begin their cardboard challenge.

**Other:**

\***Iowa Libraries Adventure Passes-** The Library Foundation will pay for the software fee. The library is reaching out to area businesses, groups, and or individuals to sponsor passes to area attractions.

\***Fine Forgiveness February-** We have gone through all current patron records, removed notes, and deleted patrons that have passed away.

**Monthly Reports:**

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

**Warrants & Payroll:**

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

**Monthly Gift & Trust:** None

**Old Business:**

\***Aureon Unified Communications/Fiber Optics:** Toledo City Council approved Aureon for a 5-year contract for both phone and internet.

\***Library Tech Support:** BDH Technology (Current City Tech Support)

**New Business:**

*I. Selection Policy/Collection Development* – Trustees reviewed the current policy. Holtz made a motion to accept the policy as written. Seconded by Chyma. All voted aye.

**Board Education:**

\*Iowa Library Trustees Handbook (Chapter 3)

A motion was made by Nelson, seconded by Bearden to adjourn the meeting at 6:38PM. All voted aye. The next meeting will be held on Tuesday, March 19th, 2024 at 5:30 PM.

Respectfully Submitted,

Steve Bearden, Secretary