

**MINUTES OF REGULAR MEETING OF THE
TOLEDO PUBLIC LIBRARY BOARD OF TRUSTEES
TUESDAY, NOVEMBER 19th, 2024**

A regular meeting of the Board of Trustees was held on Tuesday, November 19, 2024 at the Toledo Public Library. President Becca Chyma called the meeting to order at 5:35 PM. The following Trustees were present: Becca Chyma, Kathy Holtz, Sarahi Perez, and Steve Bearden. Director Sheri McFate was also in attendance. Bearden made a motion to accept the proposed agenda. Chyma seconded. All voted aye.

Public Comments: None

Correspondence: None

October Meeting Minutes: Motion made by Holtz to accept the minutes, seconded by Perez. All voted aye.

Library Reports: Director McFate reported the following:

1. **2024 Fall Soup Lunch** was held on Tuesday, November 5th. Fifty-eight people were served and \$443.00 were collected in donations.
2. **Library Holiday Closing** The library will close at 4:00PM on Wednesday, November 27th and be closed on November 28th and 29th for the Thanksgiving Holiday.
3. **Hometown Holiday Event-** Saturday, November 23rd. The library will have a Make and Take Holiday Ornament from 9AM-Noon.
4. **Lighted Parade-**Saturday, November 23rd at 5:30PM. The library will have our Gingerbread Library Float in the parade again this year.
5. **Jolly Lights at the Heights-** Kicks off on November 23rd from 6-9PM after the lighted parade. Lighted displays will be turned on every Friday & Saturday Night starting November 23rd-December 21 from 6-9PM. Cost is \$5 per car with other donations welcome.
6. **Annual Library Lab Gingerbread Houses-** Will be the week of December 9-12. We will be making around 52 Gingerbread Houses this year.
7. **"Noon" Year's Eve Party-** Tuesday, December 31st from 10:30AM to 12:30PM. We will have carnival style games with prizes, party hats, and noisemakers. Along with sparkling Apple Juice served in champagne flutes followed with a ball drop at noon. Lunch will be served at this time also.

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

Monthly Gift & Trust: None

Old Business: 2025 Strategic Plan

New Business: None

Board Education:

Tama County Library Association October Meeting
Iowa Library Trustee's Handbook- Chapter 4 & 10

A motion was made by Bearden, seconded by Holtz to adjourn the meeting at 6:26PM. All voted aye. The next meeting will be held on Tuesday, December 17th, 2024 at 5:30 PM.

Respectfully Submitted,

Steve Bearden, Secretary