

**MINUTES OF REGULAR MEETING OF THE
TOLEDO PUBLIC LIBRARY BOARD OF TRUSTEES
TUESDAY, JANUARY 21, 2025**

A regular meeting of the Board of Trustees was held on Tuesday, January 21, 2025 at the Toledo Public Library. President Becca Chyma called the meeting to order at 5:28 PM. The following Trustees were present: Becca Chyma, Kathy Holtz, Kevin Nelson, and Steve Bearden. Director Sheri McFate was also in attendance. Bearden made a motion to accept the proposed agenda. Nelson seconded. All voted aye.

Public Comments: None

Correspondence: None

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

Library Reports: Director McFate reported the following:

*Library Programs- "Hometown Holiday Event" Saturday, November 23 from 9 AM-12 PM
-198 people attended -127 ornaments were made

*2024 Library Grants- "Youth Creation Station"

-Tama County Community Foundation 2024

A station was created in the young adult area to provide additional activity opportunities to the kids who use the library. We have several homeschool families that come into the library and use the Creation Station as their art class.

*2025 Library Grants- "Youth Literacy Refresh"

-Tama County Community Foundation 2025

We will be purchasing signage for the juvenile section dedicated to the Dewey Decimal System, along with signs for areas of interest within the Dewey System. We will take a real close look at areas that need attention within our non-fiction section for youth. This is a section that gets overlooked and with so many homeschool groups in our community, this is an area that needs some TLC.

*Smoke/Heat Sensor Replacement – Sheri will apply to the R.J. McElroy Trust to replace all the smoke/heat sensors in the library.

*Upcoming Programs:

-Cricut 1-0-1 Workshop: Thursday, January 23rd @ 6:00 PM. Haley from the ISU Extension Office will be doing this along with Brandi. There will be a second one in February.

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:

*2025-2030 Strategic Plan – received positive initial feedback on proposed plan. McFate will submit the plan when directed by the State of Iowa. Holtz made a motion to approve the 2025-2030 Strategic Plan, seconded by Chyma. All voted aye.

New Business:

*Annual Director Evaluation for Toledo Public Library Director Sheri McFate was shared.

*Budget FY26 – Holtz submitted to City Clerk McAdoo. Formal presentation will be in the future.

Board Education:

Iowa Library Trustee's Handbook- Chapters 1 & 2

A motion was made by Bearden, seconded by Nelson to adjourn the meeting at 6:20 PM. All voted aye. The next meeting will be held on Tuesday, February 18th, 2025 at 5:30 PM.

Respectfully Submitted,

Steve Bearden, Secretary