

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

A regular meeting of the Board of Trustees was held on Tuesday, March 19, 2024 at the Toledo Public Library. President Becca Chyma called the meeting to order at 3:03 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. Holtz seconded. All voted aye.

Public Comments: None

Correspondence: None

February 2024 Meeting Minutes: Motion made by Holtz 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: Applied for \$4,373 to purchase table, chairs, storage and supplies. Library awarded full amount. Award ceremony April 11th @ 6 PM at the Wieting Theater.

Library Programs:

***Summer Reading Program 2024 (Read, Renew, Repeat):** Dates and Times TBD.

Other:

***Iowa Libraries Adventure Passes-** The Library Foundation will pay for the software fee. The library received \$250 for Blank Park Zoo pass.

***Tama County Master Gardener Programs: Gardening Basics-** Programs will be held at the Toledo Library on March 27th and April 3rd from 6-7 PM.

***Library Tech Support** – Library will begin transition from B3 Technology to BDH Tech for technical services. New staff emails.

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:

New Business:

II. Internet and Computer Use Policy – Trustees reviewed the current policy.

Board Education:

*Iowa Library Trustees Handbook (Chapter 7 & 14)

A motion was made by Nelson, seconded by Holtz to adjourn the meeting at 4:13 PM. All voted aye. The next meeting will be held on Tuesday, April 16th, 2024 at 5:30 PM.

Respectfully Submitted,