

**MINUTES OF REGULAR MEETING OF THE  
TOLEDO PUBLIC LIBRARY BOARD OF TRUSTEES  
TUESDAY, AUGUST 27, 2024**

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A regular meeting of the Board of Trustees was held on Tuesday, August 27, 2024 at the Toledo Public Library. Vice-President Kevin Nelson called the meeting to order at 5:34 PM. The following Trustees were present: Kevin Nelson, Kathy Holtz, and Steve Bearden. Director Sheri McFate was also in attendance. Holtz made a motion to accept the proposed agenda. Nelson seconded. All voted aye.

**Public Comments:** None

**Correspondence:** None

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

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

1. **Summer Programs:** Completed for the season.
2. **Back to School Night:** Held August 20<sup>th</sup> from 4:30-6:30PM at the STC Elementary School. Eighty-three people visited the table. The library handed out bookmarks, pencils, and brochures.
3. **Annual Book Sale:** Starts on Tuesday, September 3<sup>rd</sup>.
4. **Library Closed:** The library will be closed September 2<sup>nd</sup> for Labor Day.
5. **Library Lab:** Resumes Tuesday, September 3<sup>rd</sup>.
6. **Storytime-** Resumes Wednesday, September 6<sup>th</sup> @ 10:30AM
7. **Creation Station-** Open and being utilized
8. **Homecoming Parade-** Thursday
9. **Soup Luncheon** – November 5<sup>th</sup>
10. **Hometown Holiday Parade-** November 23<sup>rd</sup>
11. **Jolly Lights at the Heights:** (Tama-Toledo Chamber of Commerce) Begins November 23<sup>rd</sup>

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

**Warrants & Payroll:** Holtz made a motion, seconded by Bearden to approve the warrants and payroll as presented. All voted aye.

**Monthly Gift & Trust:** None

**Old Business:**

**\*Toledo Public Library Strategic Plan Survey-** 37 responses so far online, 10 in-person responses; will run through September 15<sup>th</sup>.

**New Business:** None

**Board Education:**

\*Iowa Library Trustee's Handbook- Chapter 15

\*Director Review- Tama County Library Association July Meeting

A motion was made by Bearden, seconded by Holtz to adjourn the meeting at 6:32PM. All voted aye. The next meeting will be held on Tuesday, September 17<sup>th</sup>, 2024 at 5:30 PM.

Respectfully Submitted,  
Steve Bearden, Secretary