

CORRECTED

MIDDLETON PUBLIC LIBRARY BOARD MEETING MINUTES

January 11, 2022 6:00 pm @ Middleton City Hall Council Chambers

1 - **6:02 pm** called to order by Mark Christiansen

Attendance: Mark Christiansen, Wade Wroten, Jeff Miller, Marie Knapp
Lori Clark (Interim Director)

2 - No introduction of new member

3 - **(Action Item) Motion** - Approve agenda

Motioned by Marie Knapp to approve agenda

Seconded by Wade Wroten

Motion passed unanimously

4 - **(Action Item) Motion** Consent Agenda

Motioned by Wade Wroten to approve consent agenda

Seconded by Marie Knapp

Motion passed unanimously

5 - **(Action Item) Motion** Election of Officers

Motioned by Wade Wroten to elect Mark Christiansen as Board Chairman

Seconded by Jeff Miller

Motion passed unanimously

Motioned by Marie Knapp to elect Jeff Miller as Board Vice Chairman

Seconded by Wade Wroten

Motion passed unanimously

Motioned by Mark Christiansen to elect Marie Knapp as Board Treasurer

Seconded by Jeff Miller

Motion passed unanimously

Motioned by Marie Knapp to elect Wade Wroten as Secretary

Seconded by Jeff Miller

Motion passed unanimously

6 - **Motion** Treasurer's Report

Motioned by Jeff Miller to receive Treasurer's report given by Marie Knapp

Seconded by Mark Christiansen

Motion passed unanimously

7 - **Motion** Director's Report

Motioned by Jeff Miller to receive director's report given by Lori Clark

Seconded by Marie Knapp

Motion passed unanimously

8 - Discuss Attorney Charge for Data Security Incident

Discussion on how the situation unfolded, our lessons learned

No action required

9 - **(Action Item)** Option for Saturday hours from 10-2

Discussion

Motioned by Mark Christiansen that library changes policy manual (bylaws) to include hours from 10-2 on Saturday effective 1-29-2022 and to approve the hours as being budget control and effective.

Seconded by Marie Knapp

Motion passed unanimously

10 - **(Action Item) Motion** Close ProtonMail Account

Discussion

Motioned by Jeff Miller to keep ProtonMail account and approve Mark Christiansen to change ProntoMail account password, and oversee account

Seconded by Marie Knapp

Motion passed unanimously

11 - Update on Door Counter

Lori Clark informed Board that the counter does not have facial recognition,

Getting quote for installation

12 - **(Action Item)** Discuss Endowment Fund

Mark Christiansen continuing to get information on starting an Endowment Fund

No action taken

13 - **(Action Item)** Discuss revenue enhancement opportunities

Discussion

Lori Clark to check on adding a donation item to website - tax purposes for donor

Mark Christiansen to formulate possible new non resident fees

1st of fiscal year when fees should be set up per Carrie

13 - Public Comments

Comments given by Dave Luiz

14 - Board Comments

Jeff Miller would like to have the Pledge of Allegiance at the beginning of each Board meeting, he will also be absent at February 2022 Board meeting. Would like a resolution for Don Watts dedication of 10 years on Library Board, will be something together

Mark Christiansen asked if library cards to City employees has happened yet. Ask about community events at Community Center to possibly include Chatterbox, Sensory kits/programs

16 - **Motion** Adjournment

Motioned by Jeff Miller to adjourn meeting

Seconded by Mark Knapp

Motion passed unanimously

Adjourned @ 7:20 pm