

# MINUTES

## Middleton Public Library Board Meeting

Location: Middleton City Council Chambers-City Hall  
1103 West Main Street, Middleton, ID

**March 11, 2025**

**Time: 6:00pm**

1. Call to Order, Roll Call, Pledge of Allegiance, Invocation
  - Call to order by Trent Saxton at 6:08 pm
  - Roll Call
    - Trent Saxton (present)
    - Jeff Miller (present)
    - Logan Green (present)
    - Marcy Shumway (absent)
    - David Luiz (present)
    - Lori Clark (present)
  - Pledge of Allegiance
  - Invocation led by David Luiz
2. Approval of Agenda (Action Item)
  - Motion to approve Agenda made by Jeff Miller, seconded by David Luiz, approval unanimous.
3. Consent Agenda – items of routine administrative business (Action Item)
  - A. Approval of Minutes from February 11, 2025 Board Meeting
    - Motion to approve minutes made by Jeff Miller, seconded by David Luiz, approval unanimous.
4. Treasurer's Report (David Luiz)
  - David presented his report. Everything is on track and property tax collection was deposited this month.
  - Jeff had a question about two vouchers, one for a Bronco keychain and 1 for toys and books from Kohl's. Lori replied that they are all prizes for our Winter Reading Bingo and Summer Reading programs.
  - Motion to approve the Treasurer's Report made by Logan Green, seconded by Jeff Miller, approval unanimous.
5. Director's Report (Lori Clark)
  - Lori presented her report. Program attendance has been good. Circulation numbers are down a little. Staff was trained on how to use fire extinguishers. We have several upcoming programs in March.
  - Motion to approve the Director's report made by Jeff Miller, seconded by David Luiz, approval unanimous.
6. Review/Update Trustee Bylaws (Action Item) (Jeff Miller)
  - Motion to update Article IV Section 1. last sentence to state "Except by unanimous vote of the Board no officer shall serve more than two full consecutive terms" seconded by David Luiz, approval unanimous.
7. Library Foundation Update Letter (Lori)
  - Lori shared a letter from Donald Watt about the Middleton Library Foundation.
8. Update on Account for Large Donations (Lori)
  - Discussion on using a QR code to encourage/simplify donating to the Library. Logan suggested we include info about donations qualifying for an Idaho state tax credit in accordance with section 63-3029A of the Idaho Code.
9. Public Comments—None

10. Board Member Comments—None

Adjourn:

- Motion to adjourn made by Jeff Miller, seconded by David Luiz, approval unanimous. Meeting adjourned at 6:46pm.

DRAFT