

# **Middleton Public Library Board Minutes**

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

**April 12, 2022**

**Time: 6:00pm**

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1. Call to Order, Roll Call, Pledge of Allegiance  
Called to order 6:11pm  
Roll call taken: Marie Knapp, Jeff Miller, Logan Green, Wade Wroten, Mark Christianson. All present.
2. Approval of Agenda (Action Item). Motion made by Wade, seconded by Marie. Approval unanimous.
3. Consent Agenda – items of routine administrative business (Action Item)  
Approval of Minutes from the March 8, 2022 board meeting. Motion made by: Marie, seconded by: Jeff, with correction of item 7. Correction made. Unanimous approval
4. Treasurer's Report (Marie Knapp). Report presented by Treasurer. Motion made by Mark, seconded by Marie to accept report. Approval unanimous.
5. Director's Report (Lori Clark). Report given. Motion made by Mark, seconded by Marie, to accept report. Approval unanimous.
6. Budget – (Marie Knapp, ) Action Item. Motion made to approve the 22-23 proposed budget as presented by Treasurer by Jeff, seconded by Logan. Roll call vote taken. Approval unanimous.
7. Consider spending \$650 or less for the city attorney to evaluate options and processes to open a library endowment fund (Mark). Action Item. Mark reported on conversation with city attorney. Motion made by Jeff to authorize funds up to \$650 for legal fees to research library endowment fund by Jeff, seconded by Marie. Roll call vote taken. Approval unanimous.
8. Review SenSource Door Counter Statistics (Lori). Review presented.
9. Update on Policy Manual – (Lori). Lori plans to complete initial update on manual and to schedule a workshop for board to review and finalize.
10. Discuss Possible Saturday Closures (Lori) Action Item. Lori presented that 3-day holiday weekends, especially Labor Day, Thanksgiving, and Christmas, New Years, Memorial Day, July 4<sup>th</sup> have lower library usage. It may be wise to close the library on those days. The board gave direction to the Interim Director to take action as she feels fit.
11. Public Comments: non given
12. Board Member Comments: non given
13. Executive Session personnel (Idaho Law 74-206-a: To consider hiring a public officer, employee, staff member or individual agent, wherein the respective

qualities of individuals are to be evaluated in order to fill a particular vacancy or need.)  
Motion to enter Executive Session at 6:55pm. Motion made by: Mark , seconded by: Marie ,  
unanimous approval. Mark motioned to leave executive session at 7:05. Seconded by Marie.  
Unanimous approval.

14. Statements regarding the Executive Session: After reflecting on applicants for the position of Middleton Library Director, the board voted to offer the position of Director to Lori Clark. Jeff made a motion to appoint Lori Clark as Director at an hourly wage of \$25 an hour, retroactive through current pay period. Lori Clark accepted our offer. Board authorized Marie to speak to City Treasurer. Marie Knapp made motion, Logan Seconded. Roll call vote was unanimous.

15. Adjournment: Mark made motion to close at 7:25pm, Marie seconded. Unanimous approval.

The next scheduled Library Board meeting is May 10, 2022 at 6:00pm.