

MINUTES
Middleton Public Library Board Meeting
Location: Middleton City Council Chambers-City Hall
1103 West Main Street, Middleton, ID

August 8, 2023

Time: 6:00pm

1. Call to Order, Roll Call, Pledge of Allegiance, Invocation
 - Call to order by Jeff Miller at 6:00pm
 - Roll Call
 - Jeff Miller (present)
 - Logan Green (present)
 - Marcy Shumway (present)
 - Marie Knapp (present)
 - Lori Clark (present)
 - Pledge of Allegiance
 - Invocation

2. Approval of Agenda (Action Item)
 - Motion to approve by Logan Green, second by Marcy Shumway, approval unanimous

3. Consent Agenda – items of routine administrative business (Action Item)
 - A. Approval of Minutes from June 13, 2023 Board Meeting
 - B. Approval of Minutes from July 28, 2023 Special Board Meeting
 - Motion to approve with amendment to add time posted on minutes from Special Board Meeting on July 28, 2023 by Marcy Shumway, second by Marie Knapp, approval unanimous

4. Treasurer’s Report (Marie Knapp)
 - Marie presented her report, salary line does not reflect grants for salary, but will see it on the overall budget
 - Motion to approve by Logan Green, second by Marcy Shumway, approval unanimous

5. Director’s Report (Lori Clark)
 - Lori presented her report
 - Motion to approve by Marie Knap, second by Logan Green, approval unanimous

6. Frequency of Meetings – (Jeff Miller) (Action Item)
 - Jeff Miller mentioned that Marie Knapp noticed that the library board is only required to meet once a quarter. Jeff was thinking that board could consider not having a meeting in December and maybe another month or 2 during the year. He wanted the board to think about it and discuss it at the next board meeting, so add to agenda.

7. Update from Director – (Lori Clark)
 - The library did not receive the facilities grant for the mobile classroom

- The cameras and panic button are scheduled to be installed on 8/17/23
- Requesting a possible executive meeting to discuss salaries
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8. Public Comments

- David Ruiz wanted to know if City was aware of the grant money the library receives – yes
- David also wanted to know if the City of Middleton can ask for unused budget money back – the city cannot ask for it back – once given to the library, the library keeps unused funds

9. Board Member Comments

- Jeff Miller stated that the policy manual on the website needs to be updated. He also stated that certain items from the American Library Association are not in the policy manual. He would also like to add when the agenda was posted in the minutes so they are formally on record. He would like the when and where added to the template in Agenda.

10. Adjournment

- Marie Knapp motioned to adjourn meeting, Marcy Shumway second, approval unanimous
- Jeff adjourned meeting at 6:30pm

The next scheduled Library Board meeting is September 12, 2023 at 6:00pm.