



MINUTES – Library Board

Tuesday, February 12th, 2019
City of Saratoga Springs City Offices
1307 North Commerce Drive, Suite 200, Saratoga Springs, Utah 84045

LIBRARY BOARD MEETING

Present:

Board Members: Brock Jackson, Christy Jepson, Katie Leavitt, Pam King, Karin Brown, Joy Bratton
Staff: Jill Gardner, Acting Library Director

Excused: Brandi Meiners

1. **Call to Order – 6:41 p.m.** by Chairman
2. **Roll Call** – A quorum was present
3. **Approval of Minutes:**
 - a. **January 8, 2019**

Motion made by Christy Jepson to approve the minutes of January 8, 2019. Seconded by Karin Brown.
Aye: Brock Jackson, Christy Jepson, Katie Leavitt, Pam King, Karin Brown, Joy Bratton
Motion passed 6-0.

4. **Policies:**

Discussion regarding the staff report recommending updating the review and adoption dates on the policy, however no technical updates to the policy.

- a. **Inter-Library Loan (ILL)**

Motion was made by Joy Bratton to approve the policy. Seconded by Christy Jepson.
Aye: Brock Jackson, Joy Bratton, Christy Jepson, Katie Leavitt, Pam King, Karin Brown
Motion passed 6-0

5. **Director’s Report: Jill Gardner.**
a. **Financial Statement.**

Discussion amongst the members regarding the library budget including revenues and expenditures to date.

b. **Statistics**

	Jan-18	Jan-19	% Difference
Visitors	7,670	7,631	99.49%
Programs	41	39	95.12%
Programming Attendees	801	567	70.79%
Reference Questions	1264	854	67.56%
New Card Holders	103	156	151.46%
Removed Card Holders	141	105	74.47%
Circulation	13,930	15,329	110.04%
Computer Users	223	339	152.02%
Wi-Fi Users	102	1162	1139.22%
Proctored Exams	3	7	233.33%

Volunteer Hours	124.5	104	83.53%
Number of Volunteers	24	23	95.83%
No Shows for Volunteer Shifts	14	13	92.86%
Scheduled Absences	4	5	125.00%

6. Announcements:

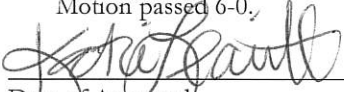
a. **Next Meeting:** Tuesday, March 12, 2019 at 6:30 PM.

7. Meeting Adjourned Without Objection at 6:57 p.m. by Chairman

Motion made by Joy Bratton to adjourn the meeting. Seconded by Christy Jepson.

Aye: Brock Jackson, Joy Bratton, Christy Jepson, Katie Leavitt, Pam King, Karin Brown

Motion passed 6-0.



 Date of Approval

3-15-2019

 Library Board Chair
 Katie Leavitt



 Library Board Secretary
 Pam King