



# MINUTES – Library Board

Tuesday, February 9, 2021

City of Saratoga Springs City Offices

1307 North Commerce Drive, Suite 200, Saratoga Springs, Utah 84045

---

## LIBRARY BOARD MEETING

### Present:

Board Members: Christy Jepson, Karin Brown, Joy Bratton, Brandi Meiners

Staff: Melissa Grygla, Library Director;

1. **Call to Order: 6:## p.m.** by Chairwoman Jepson. Chairwoman Jepson read the following statement:  
I, Christy Jepson, the Chair of the City of Saratoga Springs Library Board, hereby determine that conducting the City Council meeting at an anchor location presents a substantial risk to the health and safety of those who may be present at the anchor location. The World Health Organization, the President of the United States, the Governor of Utah, and the County Health Department have all recognized a global pandemic exists related to the new strain of the coronavirus, SARS-CoV-2 (COVID-19). Due to the State of emergency caused by the global pandemic, I find that conducting a meeting at an anchor location under the current state of public health emergency constitutes a substantial risk to the health and safety of those who may be present at the location. This written declaration expires 30 days from the date signed.

*Christy Jepson, Saratoga Springs Library Board Chair*

*Expiration: March 10, 2021*

2. **Roll Call** – A quorum was present.
3. **Public Comment** – No comment was given.
4. Approval of Minutes:
  - a. December 8, 2020
  - b. January 12, 2021

**Motion made by Joy Bratton to approve the minutes of December 8, 2020 and January 12, 2021. Seconded by Brandi Meiners. Aye: Christy Jepson, Joy Bratton, Karin Brown, Brandi Meiners. Motion passed 4-0.**

5. Service and Circulation Policy

**Motion made by Joy Bratton to approve the changes to the Service and Circulation Policy to allow for the checkout of electronics. Seconded by Karin Brown. Aye: Christy Jepson, Joy Bratton, Karin Brown, Brandi Meiners. Motion passed 4-0.**

6. Long Range Plan
  - a. Discussion regarding board recommendations
  - b. 2017 Version of Public and Staff Plan

Recommendations already collected by library staff included additional programming opportunities, focusing on staff training the technologies available to customers so front desk staff are better able to assist customers, and increasing technology. Recommendations made by Library Board members included information about a facility and/or funding a new facility since no time line for building has been established. The Library Director made a suggestion that one of the final goals can be changed to reflect utilizing the grant funding obtained for a facility need's assessment which should also include recommended strategies for sustainable funding for library services.

7. Director's Report – Melissa Grygla
  - a. Financial Statement
  - b. COVID-19 Impacts

8. Announcements

- a. Next Meeting: Tuesday, March 9, 2021. Correction that the month should have been updated to March for the next meeting, not February. However the date of the 9<sup>th</sup> remains the same.

9. Adjourn

03/09/2021

Date of Approval

*Melissa Grygla*

Library Director

Melissa Grygla

*Christy Jepson*  
Library Board Chair  
Christy Jepson