



MINUTES – Library Board

Tuesday, July 20, 2021

City of Saratoga Springs

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

LIBRARY BOARD MEETING

Held at Public Safety Community Room
367 S. Saratoga Rd. Saratoga Springs UT 84045

Present:

Board Members: Christy Jepson, Ashley Lee, Lisa Gibby, Todd Carpenter

Staff: Melissa Grygla, Library Director

Guests: Kevin Blalock & Jonathan Greer

1. Call to Order- 6:33 p.m.
2. Roll Call: A quorum was present.
3. Public Comment - No comment was submitted.
4. Approval of Minutes:
 - a. May 11, 2021

Motion made by Todd Carpenter to approve the minutes of May 11, 2021. Seconded by Lisa Gibby. Aye: Christy Jepson, Ashley Lee, Todd Carpenter, Lisa Gibby. Motion passed 4-0.

5. Blalock & Partners- Facility Needs Analysis Overview.

Blalock & Partners gave a brief overview of the work they were hired to complete. They went over the process of reaching out to the residents and completing two surveys assessing resident needs. They explained their calculations, assessment of space, and presented three tentative space allocations that were included current analysis that for library facilities.

6. Library Annual Report

Discussion regarding the Library's 2020-2021 performance and services.

7. Officer Nominations
 - a. Chair
 - b. Vice-Chair
 - c. Secretary

Discussion was had regarding the roles of various positions and how to nominate individuals into their roles.

Motion made by Lisa Gibby to appoint Christy Jepson the Chair, Todd Carpenter the Vice-Chair, and Joy Bratton the Secretary. Seconded by Todd Carpenter. Aye: Christy Jepson, Ashley Lee, Todd Carpenter, Lisa Gibby. Motion passed 4-0.

8. Director's Report – Melissa Grygla
 - a. Financial Statement. The Library Board was given the financial statement for June of 2021 and the new budget year statement for July 2021.
 - b. Summer Reading Program Update. Discussion regarding Summer Reading Program participation, increased prize redemption, and the need to find a way to fund and support more prizes in future years.

- c. COVID-19 Impacts. Discussion regarding the resumption of regular services and that for the moment Drive Up service would continue to be provide.
- d. Moon Party: September 18th. A verbal reminder to save the date for the Moon Party was given to the Board.

9. Announcements

- a. Next Meeting: Tuesday, September 14, 2021

10. Adjourn: 7:55

Motion made by Todd Carpenter to adjourn the Library Board Meeting. Seconded Lisa Gibby. Aye: Christy Jepson, Ashley Lee, Todd Carpenter, Lisa Gibby. Motion passed 4-0.

9/14/2021

Date of Approval

Melissa Grygla

Library Director
Melissa Grygla

Christy Jepson

Library Board Chair
Christy Jepson