



MINUTES – Library Board

Tuesday, September 13, 2022

City of Saratoga Springs City Offices

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

LIBRARY BOARD MEETING

Present:

Board Members: Christy Jepson, Todd Carpenter, Heather MacKay, Ashley Lee.

Staff: Melissa Grygla, Library Director; Nicolette Fike, City Recorder's Office & Fred Donaldson, City Attorney's Office.

Excused: Lisa Gibby.

1. Call to Order: 6:32 p.m.

2. Roll Call: A quorum was present.

Oath of Office was given to new board member Heather MacKay.

3. Public Comment. None was submitted to the email address on file.

4. Nomination of Officers. Discussion of how to word a nomination and who can fill what roles.

Motion made by Heather MacKay to nominate Todd Carpenter as the Chair, Christy Jepson as Vice Chair, and Heather MacKay as Secretary. Seconded by Todd Carpenter.

Aye: Christy Jepson, Todd Carpenter, Heather MacKay, Ashley Lee.

Nay: None

Absent: Lisa Gibby.

Motion Passed 4-0.

5. Open and Public Meetings Training. The Library Board attended the Open and Public Meetings Act training as presented by Fred. There was discussion of the official requirements for posting notices, minutes, closed sessions and other parts of the act. The Board was told we can always receive clarification from either the Records Office or City Attorney's office.

6. Approval of Minutes:

a. July 12, 2022

Motion made by Todd Carpenter to approve the minutes of July 12, 2022. Seconded by Ashley Lee.

Aye: Christy Jepson, Todd Carpenter, Heather MacKay, Ashley Lee.

Nay: None

Absent: Lisa Gibby.

Motion passed 4-0.

7. Friends of the Library. Joy Bratton is going to work to establish a meeting to vote for officers.

8. Inter-Library Loan Policy. Discussion regarding recommended revisions to the policy.

Motion made by Todd Carpenter to adopt the revisions to the Inter-Library Loan Policy. Seconded by Heather MacKay.

Aye: Christy Jepson, Todd Carpenter, Heather MacKay, Ashley Lee.

Nay: None

Absent: Lisa Gibby.

Motion passed 4-0.

9. Library Events: Please save the dates.

a. Moon Party was completed we had about 750 attendees.

- b. Fall festival is scheduled for Friday, October 7th and we should be covered by the staff working the event.
10. Director's Report – Melissa Grygla
- a. 2021-2022 Benchmarks update provided from the State Benchmarking committee. We did come in the red in several areas this year, however we were not placed on probation.
 - b. Financial Statement. There was not a financial statement provided at this meeting.
 - c. Business Hours Adjustment discussion was held, where data indicates that we have the same number of visitors coming into the Library on Friday and Saturday as with previous hours, they just come in a more compressed timeline.
11. Announcements
- a. Next Meeting: Tuesday, October 11, 2022.
12. Adjourn: 7:21 p.m.

Motion made by Ashley Lee to adjourn the meeting. Seconded by Heather MacKay.
Aye: Christy Jepson, Todd Carpenter, Heather MacKay, Ashley Lee.
Nay: None
Absent: Lisa Gibby.
Motion passed 4-0.

10/11/2022

 Date of Approval

Melissa Grygla

 Library Director
 Melissa Grygla

Todd Carpenter

 Library Board Chair
 Todd Carpenter