



SARATOGA
SPRINGS
LIBRARY

Minutes– Library Board Meeting

Library Board Member Katie Leavitt, Chair
Library Board Member Christy Jepson, Vice-Chair
Library Board Member Pam King, Secretary
Library Board Member Brandi Meiners
Library Board Member Joy Bratton
Library Board Member Karin Brown

CITY OF SARATOGA SPRINGS

Tuesday March 12, 2020 at 6:00 pm

City of Saratoga Springs Conference Room

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

Present:

Board Members: Christy Jepson, Pam King, Karin Brown, Joy Bratton, Katie Leavitt

Staff: Melissa Grygla, Library Director

Excused: Brandi Meiners

1. **Call to Order- 6:10 PM** by Katie Leavitt, Chair.

2. **Roll Call-** A quorum was present

3. Approval of Minutes:

a. February 11, 2020

b. March 10, 2020

Motion made by Karin Brown to approve the minutes of February 11, 2020 and March 10, 2020. Seconded by Joy Bratton.

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

Motion passed 5-0.

4. Software Transition and Policies

a. May 2nd at closing to May 4th at 9:00 AM

b. Policy Revisions Effective 05/04/2020

i. Collection Development Policy

ii. Internet Access Policy

iii. Patron Behavior and Rules of Conduct

iv. Service & Circulation

Motion made by Joy Bratton to approve the revised policies with the suggested changes to become effective on May 4, 2020. Seconded by Karin Brown.

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

Motion passed 5-0.

5. Food for Fines 2020 April 13th to April 25th

Motion made by Joy Bratton to modify the Food for Fines dates to April 20th to May 23rd due to the expected changes in service during COVID-19. Seconded by Christy Jepson.

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

Motion passed 5-0.

6. 2020-2021 Tentative Holiday Closure Schedules

Discussion regarding staff response to Holiday Closure Survey. Board gave direction to complete another survey in November regarding the 2020-2021 Holiday closure schedule and to discuss the holiday schedule at that point.

7. Director's Report. – Melissa Grygla

- a. Financial Statement
- b. Cover-to-Cover

8. Announcements.

- a. Next Meeting: Tuesday, April 14, 2020

9. Adjourn without objection at 6:57 p.m. by Chair.

Motion made by Joy Bratton to adjourn the meeting. Seconded by Karin Brown.

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

Motion passed 5-0.

05/12/2020

Date of Approval

Melissa Grygla

Library Director

Melissa Grygla

Library Board Chair

Katie Leavitt