



**MINUTES – Library Board**

Tuesday, April 9, 2019

City of Saratoga Springs City Offices

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

**LIBRARY BOARD MEETING**

**Present:**

Board Members: Christy Jepson, Pam King, Joy Bratton, Brandi Meiners

Staff: Melissa Grygla, Library Director

**Excused:** Katie Leavitt & Karin Brown

1. **Call to Order – 6:32 p.m.** by Christy Jepson, Vice-Chair
2. **Roll Call** – A quorum was present.
3. **Approval of Minutes:**
  - a. **March 12, 2019**

Motion made by Joy Bratton to approve the minutes of March 12, 2019. Seconded by Brandi Meiners.

Aye: Christy Jepson, Pam King, Joy Bratton, Brandi Meiners

Motion passed 4-0.

4. **Summer Preparation.**

Discussion amongst the members about the Library’s preparations for the Summer Reading Program, extra staffing by bringing on seasonal help, and the annual participation in SPLASH and Night Out Against Crime.

5. **Rules of Conduct Policy Review for May meeting.**

Discussion regarding if board members had any feedback relating to the Library’s rules of conduct and some changes that need made to the existing rules. With no recommendations made the Library Board is prepared for the Director to bring revisions of the rules of conduct to the May meeting for the members review.

6. **Director’s Report: Melissa Grygla.**

a. **Financial Statement.**

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

b. **Statistics:** Please recall that the Library was closed for flooring repairs for two weeks of March in 2018.

	2018 March	2019 March	% Difference
Visitors	6460	7,505	116.18%
Programs	27	58	214.81%
Programming Attendees	4586	716	15.61%
Reference Questions	401	934	232.92%
New Card Holders	33	149	451.52%
Removed Card Holders	150	100	66.67%
Circulation	2954	13896	470.41%
Computer Users	38	299	786.84%
Wi-Fi Users	20	1588	7940.00%

Proctored Exams	2	13	650.00%
Volunteer Hours	72.25	116.75	161.59%
Number of Volunteers	18	23	127.78%
No Shows for Volunteer Shifts	4	13	325.00%
Scheduled Absences	5	10	200.00%

7. **Announcements:**

a. **Next Meeting:** Tuesday, May 14, at 6:30 PM.

8. **Meeting Adjourned Without Objection at 6:49 p.m. by Vice-Chair.**

Motion made by Joy Bratton to adjourn the meeting. Seconded by Brandi Meiners.

Aye: Christy Jepson, Pam King, Joy Bratton, Brandi Meiners

Motion passed 4-0.

5-14-19

Date of Approval

Christy Jepson  
Library Board Vice-Chair  
Christy Jepson

Pam King

Library Board Secretary

Pam King