

Saratoga Springs Public Library Board Meeting
Tuesday, 12 April 2016
6:30pm @ Saratoga Springs City Offices

MINUTES

- 1) Call to Order – Chairman- 6:39 pm
- 2) Roll Call - A Quorum was present at the meeting with (5) five voting board member in attendance. They were: Kevin McMillan, Kevin Sater, Katie Leavitt, and Karen Smart. Excused: Jeff Grover, Stephen Willden, and Bud Poduska. Guest: Library Director- Melissa
- 3) Minutes from meeting held on 8 March 2016- A MOTION to APPROVE the minutes was made by Kevin Sater and SECONDED by Katie Leavitt. In ROLL CALL VOTING, the MOTION PASSED with ALL voting unanimous in the affirmative.
- 4) Directors Report – Melissa
 - March 2016 Financial Report-
 - a) Statistics— March 2016
 - i) 5,056 Unique Visitors During Open Hours
 - ii) 205 Computer Users
 - iii) 67 Wi-Fi Users
 - iv) 17 Proctored Exams
 - v) 665 Programming Visitors 32 Programs
 - vi) 310 Reference Questions
 - vii) 12,273 Items Circulated
 - viii) 110 New Card Holders: 66 adults, 22 children, 5 youths, 15 Eagle Mountain, 4 Lehi
 - b) Utah State Library Benchmarking committee – Waiver decision recommended to Utah State Library Board
 - c) North Utah County Library Cooperative- Still no update on the bylaws.
 - d) Grants-
 - i) RFID:
 - (1) About ½ done with tagging the collections: Adult Fiction, Non-fiction, YA, Picture Books & Early Readers Complete
 - (2) Still pending Eagle Scouts schedule for Juvenile fiction.
 - (3) Tentative live date is still May 20th.
 - ii) LSTA- Ipads are in use. Most of the Early Literacy Kits have been added and are circulating.
 - e) Literacy Center – We have some ideas. Meeting with Devon McPherson to discuss and get approval on April 20th.
 - i) Looking at a staggered age group/schedule

- (1) 4-6 Yr. olds on Monday – Need 4 Tutors, Group of 12 Students (in rotating groups through stations)
- (2) Regular tutoring Tuesday/Wednesday – Need 15 Tutors per each day. Changing to 1 hour sessions. Registering 10 students per day. If we have reliable tutors we will add students from the wait list.
- (3) Advanced Reader (focusing on comprehension) on Thursday. Allowing 12 students. Need 3 Tutors (in rotating groups).

f) Closed: Monday, May 30, 2016 for Memorial Day

- 5) Upcoming Library Board Openings – two openings available in June 2016
- 6) Volunteer Recruitment – *flier*
- 7) Summer Reading Program - *Melissa's notes*
- 8) New Library Board Secretary Discussion – Decision was made to continue the nominating process to the next meeting.
- 9) Nominating Library Board Secretary – Recommend nominating individual on May 10th, 2015.
- 10) Old Business
- 11) New Business
- 12) Announcements
 - i) Next meeting - Tuesday, 10 May 2016 @ 6:30pm
- 13) Adjourned- A MOTION to AJOURN the meeting by Kevin Sater and SECONDED by Ryan Bankhead. In ROLL CALL VOTING, the MOTION PASSED with ALL voting unanimous in the affirmative. 7:05 pm

Approved: 7-12-16

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