

Saratoga Springs Public Library Board Meeting
Tuesday, 8 March 2016
6:30pm @ Saratoga Springs City Offices

MINUTES

- 1) Call to Order – Chairman- 6:35 pm
- 2) Roll Call - A Quorum was present at the meeting with (4) five voting board member in attendance. They were: Kevin McMillan, Kevin Sater, Katie Leavitt, and Janae Wahnschaffe. Excused: Ryan Bankhead, Karen Smart Stephen Willden, and Bud Poduska. Guest: Library Director- Melissa Grygla and Pam King.
- 3) Minutes from meeting held on 9 February 2016- A MOTION to APPROVE the minutes was made by Kevin Sater and SECONDED by Kevin McMillan. In ROLL CALL VOTING, the MOTION PASSED with ALL voting unanimous in the affirmative.
- 4) Directors Report – Melissa
 - a) February 2016 Financial Report-
 - b) Statistics— February 2016
 - i) 4,338 Unique Visitors During Open Hours
 - ii) 227 Computer Users
 - iii) 101 Wi-Fi Users
 - iv) 11 Proctored Exams
 - v) 694 Programming Visitors 32 Programs
 - vi) 271 Reference Questions
 - vii) 12,273 Items Circulated
 - viii) 100 New Card Holders: 72 adults, 6 children, 8 youths, 1 American Fork, 9 Eagle Mountain, 4 Lehi
 - ix) Revenues: Fines \$668.40, Cards \$91.35, Donations \$149.30, Inter-Library Loan \$36.00
 - c) Discuss \$1.00 for new library cards registration fee.
 - d) Long Range Plan- I haven't had time to call for a meeting. Solutions to have an updated plan for this year...with the grants and timelines I currently have pending.
 - e) Utah State Library Benchmarking Committee- 2nd Meeting. I made several recommendations for rapid growth communities, reaching 6 out of 12 benchmarks from 2 years prior, reaching 4 out of 12 benchmarks when in rapid growth, not requiring the benchmarks for communities with growth higher than the national average rate of 7%.
 - f) North Utah County Library Cooperative- Still no update on the bylaws.
 - g) 5th Year Anniversary Celebration:
 - i) Magician-
 - ii) Usborne Book Fair

- iii) Games (Committee of Teens/Group to play games with the kids)- Still searching for volunteers. Reached out to Key Club, Honor Society, Student Leadership, Latinos in Action, We might not have this portion of the activity
 - iv) Food for Fines March 14-26th
 - h) Grants- Time line issues.
 - i) RFID:
 - (1) Weeding the collection
 - (2) Cabinet bid still in the works
 - (3) Entered into contract with TechLogic
 - (4) SIP2 will be turned on Wednesday
 - ii) LSTA- iPads are in use. Most of the Early Literacy Kits have been added and are circulating.
 - i) Literacy Center- Spring session cancelled as we try to revamp. Going to AF on Wednesday they use missionaries as tutors to recruit the required number of volunteers.
 - j) Architect Volunteer- Plans were approved by our Building Department to begin moving forward by contracting volunteer contractors.
 - k) Closed: Monday, May 30, 2016 for Memorial Day
- 5) Library Board Meeting Schedule- A MOTION to APPROVE the Library Board Meeting Schedule was made by Janae Wahnschaffe and SECONDED by Katie Leavitt. In ROLL CALL VOTING, the MOTION PASSED with ALL voting unanimous in the affirmative.
- 6) Nominating a Library Board Chair- A MOTION to APPROVE the Nomination of Kevin McMillan as Library Board Chair was made by Kevin Sater and SECONDED by Janae Wahnschaffe. In ROLL CALL VOTING, the MOTION PASSED with ALL voting unanimous in the affirmative.
- 7) Nominating a Library Board Vice-Chair- A MOTION to APPROVE the Nominate of Katie Leavitt as Library Board Chair was made by Janae Wahnschaffe and SECONDED by Kevin McMillian. In ROLL CALL VOTING, the MOTION PASSED with ALL voting unanimous in the affirmative.
- 8) Library Board Candidate- Pam King is the Library Board Candidate for Janae Wahnschaffe's vacated position. We will be taking a recommendation to appoint her to the Library Board at the next City Council Meeting.
- 9) Old Business
- 10) New Business
- 11) Announcements
 - i) Next meeting - Tuesday, 12 April 2016 @ 6:30pm

12) Adjourned- A MOTION to AJOURN the meeting by Janae Wanschaffe and SECONDED by Kevin Sater. In ROLL CALL VOTING, the MOTION PASSED with ALL voting unanimous in the affirmative.7:08 pm