



SARATOGA
SPRINGS
LIBRARY

AGENDA – 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
Library Board Member Term Unfilled

CITY OF SARATOGA SPRINGS

Tuesday January 14, 2020 at 6:30 pm

City of Saratoga Springs Council Chambers

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

1. Call to Order
2. Roll Call.
3. Approval of Minutes:
 - a. December 10, 2019
4. Public Meetings Training
5. Director's Report. – Melissa Grygla
6. Announcements.
 - a. Next Meeting: Tuesday, February 11, 2020
7. Adjourn.



MINUTES – Library Board

Tuesday, December 10, 2019

City of Saratoga Springs City Offices

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

LIBRARY BOARD MEETING

Present:

Board Members: Karin Brown, Katie Leavitt, Joy Bratton, Brandi Meiners

Staff: Carl Sachs, Library Assistant

Excused: Melissa Grygla

1. **Call to Order – 6:33 p.m.** by Chairman

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

3. **Approval of Minutes:**

a. **October 8, 2019**

Motion made by Karin Brown to approve the minutes of October 8, 2019. Seconded by Brandi Meiners.

Aye: Karin Brown, Katie Leavitt, Joy Bratton, Brandi Meiners 4-0.

4. **2020 Library Board Meeting Schedule**

Motion made by Joy Bratton to approve the minutes of October 8, 2019. Seconded by Karin Brown.

Aye: Karin Brown, Katie Leavitt, Joy Bratton, Brandi Meiners 4-0.

5. **Service & Circulation Policy**

Library Assistant Carl Sachs advised to the reasons that they felt it was best to pull out of the library co-op. They felt there was no benefit for our citizens. Other libraries could use our library for free but our residents had to pay a fee. This resulted in more wear and tear on our items and too much staff time was spent processing fees and collections for residents outside the City. He also explained that new cards would not have a charge but replacement cards would cost \$3.00.

Board members discussed the merits of the change in policy and received clarification as needed.

Motion to approve the Service and Circulation Policy was made by Joy Bratton, Seconded by Karin Brown.

Aye: Karin Brown, Katie Leavitt, Joy Bratton, Brandi Meiners 4-0.

6. **Service to Patrons with Disabilities Guidelines**

Library Assistant Carl Sachs advised as to the need for guidelines. Board members discussed possible changes to library seating to address issues.

Motion made by Brandi Meiners to adjust guidelines as presented in staff report. Seconded by Karin Brown.

Aye: Karin Brown, Katie Leavitt, Joy Bratton, Brandi Meiners 4-0.

7. **Director’s Report:** Assistant Librarian Carl Sachs remarked on public comments from the shared service policy changes. He advised as to possible future library space plans.

8. **Announcements:**

a. **Next Meeting:** Tuesday, January 14, 2020

9. **Meeting Adjourned Without Objection at 7:03 p.m. by motion of Karin Brown and unanimous board approval.**

Date of Approval

Library Board Chair

Library Director
Melissa Grygla