



## Minutes – Library Board Meeting

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

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**CITY OF SARATOGA SPRINGS - Tuesday, August 11th 2020 at 6:30 pm**  
**Pursuant to State and Federal Guidelines concerning**  
**COVID19, this Meeting will be conducted electronically.**

Meetings are streamlined live at <https://www.youtube.com/c/CityofSaratogaSprings>

Questions and comments to staff and/or Library Board may be  
submitted to [library@saratogaspringscity.com](mailto:library@saratogaspringscity.com)

1. Call to Order at 6:34 PM
2. Roll Call

Board Members: Brandi Meiners, Pam King, Christy Jepson.  
Staff: David Johnson and Melissa Grygla.

3. Public Comment. None received.

4. Approval of Minutes:

- a. May 12, 2020

Motion made by Brandi Meiners to approve the minutes of May 12, 2020.. Seconded by Christy Jepson.

Aye: Christy Jepson, Brandi Meiners, Pam King.

Motion passed 3-0.

- b. July 14, 2020

Motion made by Brandi Meiners to approve the minutes of July 14, 2020. Seconded by Christy Jepson.

Aye: Christy Jepson, Brandi Meiners, Pam King.

Motion passed 3-0.

5. Library Board Chair, Vice-Chair, Secretary

Motion made by Brandi Meiners to appoint Christy Jepson as Chair, Brandi Meiners as Vice-Chair, Joy Bratton as Secretary for 2020-2021. Brandi Meiners to approve the minutes of May 12, 2020.. Seconded by Christy Jepson.

Aye: Christy Jepson, Brandi Meiners, Pam King.

Motion passed 3-0.

6. Food for Fines 2020

- a. New dates discussion. Recommendation was given to library board to wait on food for fines until we were in phase green of the COVID plan. City Council has authorized us to waive

Board Members may participate in this meeting electronically via video or telephonic conferencing.

The order of the agenda items are subject to change by the Chair. Citizens may address the Library Board during Public Input which has been set aside to express ideas, concerns, and comments on issues not listed on the agenda as a Public Comment. All comments must be recognized by the Chair and addressed through the microphone. Final action may be taken concerning any topic listed on the agenda.

In compliance with the Americans with Disabilities Act, individuals needing special accommodations (including auxiliary communicative aids and services) during this meeting should notify the City Librarian at 801.766.6513 at least one day prior to the meeting.

overdue fines in the red-yellow phases. A brief summary of revenues earned to date from this budget year.

7. Director's Report – Melissa Grygla
  - a. Financial Statement. Year to date no donations. Miscellaneous sales is lost library cards. Most payments are coming through PayPal with the Koha migration. We've expended 5% of salaries, wages, and benefits. Our annual computer maintained fees have already been paid and we are working toward adding wireless and distance printing services so that customers can print while social distancing. The supplies have not been expended yet, however bills have not been involved yet and are COVID related Make and Take and STEAM kits. Book Purchases Line was over \$10,000 and digital collections was to be \$10,000 a budget adjustment is moving forward with this so that we can maintain our membership in the Beehive Library Consortium. Christy Jepson asked about when we should anticipate COVID reimbursement, the City is working on figuring out what is reimbursable and turning it into the County for reimbursement.
  - b. Statistics and Data for State Report  
See the attached power point. Conversation regarding changes related to services for COVID.
    - i. COVID-19 Impacts
      1. Drive Up Service.
      2. Grab and Go
      3. Summer Reading Program. Numbers are down for participation.
8. Announcements
  - a. Next Meeting: Tuesday, September 8<sup>th</sup>, 2020 and will maybe be a zoom meeting.
  - b. September 10<sup>th</sup> the Library has been instructed to close for maintenance.
9. Adjourn at 6:56 PM.

Motion made by Brandi Meiners to adjourn the meeting. Seconded by Pam King.  
Aye: Christy Jepson, Brandi Meiners, Pam King.  
Motion passed 3-0.

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Date of Approval

  
\_\_\_\_\_  
Library Board Secretary  
Joy Bratton

  
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Library Board Chair  
Christy Jepson

It is hereby determined that conducting the Library Board meeting at an anchor location presents a substantial risk to the health and safety of those who may be present at the anchor location. The World Health Organization, the President of the United States, the Governor of Utah, and the County Health Department have all recognized a global pandemic exists related to the new strain of the coronavirus, SARS-CoV-2 (COVID-19). Due to the State of emergency caused by the global pandemic, conducting a meeting at an anchor location under the current state of public health emergency constitutes a substantial risk to the health and safety of those who may be present at the location.