



MINUTES – Library Board

Tuesday, April 9, 2024

City of Saratoga Springs City Offices

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

LIBRARY BOARD MEETING

Call to Order: 6:34 PM by Chairman Todd Carpenter.

Roll Call: A quorum was present.

Present:

Board Members: Todd Carpenter, Ashley Lee; Heather MacKay, Meredith Sager McNett, Christy Jepson.

Staff: Melissa Grygla, Library Director.

Guest: Clarissa Cooper, Friends of the Library.

Public Input: No comments were made.

REPORTS

1. Friends of the Library. The Friends are working on building their website, reaching out to residents via social media and will consider meeting quarterly moving forward.

BUSINESS ITEMS

1. **Library Volunteer Background Check Policy**

Motion made by Ashely Lee to approve the attached Library Background Check Policy.

Seconded by Christy Jepson.

Yes: Todd Carpenter, Ashley Lee, Heather MacKay, Meredith Sager McNett, Christy Jepson.

No: None.

Motion passed 5-0.

2. **Approval of Minutes for March 12, 2024**

Motion made by Heather MacKay to approve the minutes of March 12, 2024. Seconded by Meredith Sager McNett.

Yes: Todd Carpenter, Ashley Lee, Heather MacKay, Meredith Sager McNett, Christy Jepson.

No: None.

Motion passed 5-0.

DIRECTOR'S UPDATE

1. **Budget**

A budget update was provided and discussion was held regarding the budget for 2023-2024.

2. **Policy Drafts: New Direction.**

A conversation was had regarding an entire policy document which will cover all of our departmental policies. It is a work in progress that will take some time to compile.

3. **Monthly Report Update.**

A monthly report was provided and the Library Board reviewed it with the Director. The Director asked if they would like to see any additional types of information moving forward with this update.

4. **Announcements**

- a. Next Meeting: Tuesday, May 14, 2024. Ashley Lee did verify she will be absent at this scheduled meeting.

ADJOURNMENT

Motion made by Ashley Lee to adjourn the meeting. Seconded by Meredith Sager McNett.
Yes: Todd Carpenter, Ashley Lee, Heather MacKay, Meredith Sager McNett, Christy Jepson.
No: None.
Motion passed 5-0.

Meeting adjourned at 6:57 p.m.

5/14/2024
Date of Approval

Melissa Grygla
Library Director
Melissa Grygla

Todd Carpenter
Library Board Secretary
Ashley Lee *Chair*
Todd Carpenter