



MINUTES – Library Board

Tuesday, October 8 2024

City of Saratoga Springs City Offices

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

LIBRARY BOARD MEETING

5 **Call to Order:** 6:34 PM by Vice-Chairman Meredith Sager McNett.

Roll Call: A quorum was present.

Present:

Board Members: Todd Carpenter, Meredith Sager McNett, Stacy Taylor, Ashley Lee.

10 Excused: Heather MacKay.

Staff: Melissa Grygla, Library Director and Rulon Hopkins, Assistant City Attorney.

Public Input: No comments were made.

15 **REPORTS**

1. **Friends of the Library** - The Friends will meet in October and have requested information about the Facility construction and the RAP tax. Ashely Lee will attend that meeting.

20 **BUSINESS ITEMS**

1. **Approval of Minutes for September 10, 2024.**

25 **Motion made by Todd Carpenter to approve the minutes of September 10, 2024. Seconded by Stacy Taylor.**

Yes: Todd Carpenter, Meredith Sager McNett, Stacy Taylor, Ashley Lee.

No: None.

Absent: Heather MacKay.

Motion passed 4-0.

2. **Open and Public Meetings Act Training.**
Training was conducted by Rulon Hopkins following the presentation attached to the Library Board meeting packet. Conversation was had regarding following the City Code for electronic meetings and closed sessions of meetings.

35 **DIRECTOR'S UPDATE**

1. **Budget**

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

2. **Monthly Report Update**

A monthly report was provided and the Library Board reviewed it with the Library Director. Numbers for September were not complete due to when the packet was pulled together.

3. **Recruitment for Library Board Member.**

Ashley Lee, the Library Director and Human Resources Director interviewed applicants. A candidate recommendation is going to City council in October to appoint by resolution and should be joining us in November.

4. **Announcements**

a. Next Meeting: Tuesday, November 12, 2024.

i. Meeting will be cancelled.

ii. Next meeting: Tuesday, December 10th 6:30 PM.

b. Meeting Schedule for 2025

- 55 i. Discussion regarding leaving off Spring Break and Veteran's Day from the 2025 Library Board meeting schedule.

ADJOURNMENT

60 Motion made by Meredith Sager McNett to adjourn the meeting. Seconded by Todd Carpenter.
Yes: Todd Carpenter, Meredith Sager McNett, Stacy Taylor, Ashley Lee.
No: None.
Absent: Heather MacKay.
Motion passed 4-0.

65 Meeting adjourned at 7:02 p.m.

70 12/10/2024
Date of Approval

Todd Carpenter
Library Board Secretary
Todd Carpenter

75 Melissa Grygla
Library Director
Melissa Grygla