



MINUTES – Library Board

Tuesday, April 14, 2026

City of Saratoga Springs City Offices- Library Action & Adventure Room
319 S. Saratoga Rd. Saratoga Springs, Utah 84045

LIBRARY BOARD MEETING

Call to Order: 6:32 PM by Meredith Sager.

Roll Call: A quorum was present.

Present:

Board Members: Meredith Sager, Michael Hinckley, Stacy Taylor, Trevyn Sagucio.

Friends of the Library: Clarissa Cooper.

Staff: Melissa Grygla, Library Director & Jill Williams, Library Assistant.

Public Input: No comments were made.

REPORTS

1. **Friends of the Library** –The quarterly meeting for the Friends of the library is scheduled for Wednesday April 15th. Clarissa will be bringing up the request for funding for launchpads to the members. Discussion regarding how best to fund and pay for those purchases was had and a recommendation to write a check to the City and have the accounts payable staff pay the invoices was made so that items could be mailed back for maintenance and repairs. Clarissa was also going to discuss hosting a water station at Splash Days.

BUSINESS ITEMS

1. **Approval of Minutes for March 10, 2026.**

Motion made by Michael Hinckley to approve the minutes of March 10, 2026. Seconded by Stacy Taylor.

Yes: Meredith Sager, Michael Hinckley, Stacy Taylor, Trevyn Sagucio.

No: None.

Absent: Todd Carpenter.

Motion passed 4-0.

DIRECTOR'S UPDATE

1. **Budget**

A budget update was provided and discussion was held regarding the budget projections being updated in the financial software. Explanation was given regarding spending on equipment, board books and other areas now that we've settled into the new space to use the funding that was allocated. The video game grant funds have been expended, and items have already started being added to the collection.

2. **Director Report.**

A monthly report was provided and the Library Board reviewed it.

3. **AMH Unit and Overdue fines.**

Tentative signage was sent to the Planning Department in February and is currently pending approval. We are also working with the vendor to address issues with their email and text alert system, which is not functioning when the system goes down.

4. Announcements

- a. Next Meeting: Tuesday, May 12, 2026.

ADJOURNMENT

Motion made by Stacy Taylor to adjourn the meeting. Seconded by Michael Hinckley.

Yes: Meredith Sager, Michael Hinckley, Stacy Taylor, Trevyn Sagucio.

No: None.

Absent: Todd Carpenter.

Motion passed 4-0.

Meeting adjourned at 6:55 p.m.

5/12/2026
Date of Approval

MG
Library Director
Melissa Grygla

Stacy Taylor
Library Board Secretary
Stacy Taylor