

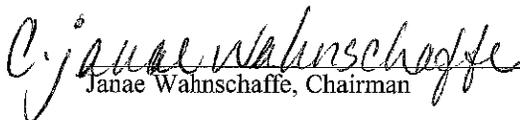
Saratoga Springs Public Library Board Meeting
Tuesday, 8 December 2015
7:30pm @ Saratoga Springs City Offices

Minutes

1. Call to Order – Chairman – 7:34pm
2. Roll Call - A Quorum was present at the meeting with (5) six voting board members in attendance. They were: Kevin McMillan, Jeff G, Ryan Bankhead, Karen Smart, Katie Leavitt; Excused: Janae Wahnschaffe, Kevin Sater, Stephen, Bud; Guest: – Library Director-Melissa Grygla;
3. Minutes from meeting held on 20 October 2015 – A MOTION to APPROVE the minutes was made by Katie L. and SECONDED by Karen M. In ROLL CALL VOTING, the MOTION PASSED with ALL voting unanimous in the affirmative.
4. Directors Report – Melissa -
 - a. November 2015 Financial Report
 - i. October 2015 Statistics—
 1. Monthly Statistics-
 - a. 5,153 Unique Visitors During Open Hours
 - b. 205 Computer Users
 - c. 31 Wi-Fi Users
 - d. 31 Proctored Exams
 - e. 665 Programming Visitors 19 Programs -
 - f. 530 Reference Questions
 - g. 12,475 Items Circulated
 2. Card Holders-
 - a. 120 New card Holders
 - b. 74 Adults
 - c. 17 Children
 - d. 6 Youths
 - e. 19 Eagle Mountain
 - f. 3 Lehi
 3. Revenues-
 - a. \$717.67 Fines
 - b. \$118.50 Cards
 - c. \$73.10 Donations
 - ii. November 2015 Statistics—
 1. Monthly Statistics-
 - a. 6654 Unique Visitors During Open Hours
 - b. 281 Computer Users
 - c. 156 Wi-Fi Users
 - d. 18 Proctored Exams
 - e. 1093 Programming Visitors 27 Programs
 - f. 284 Reference Questions
 - g. 11,430 Items Circulated
 2. Card Holders-
 - a. 70 New card Holders
 - b. 52 Adults
 - c. 5 Children
 - d. 2 Youths
 - e. 8 Eagle Mountain

- f. 3 Lehi
- 3. Revenues-
 - a. \$830.48 Fines
 - b. \$80.20 Cards
 - c. \$171.20 Donations
- b. Long Range Plan – Committee Update. Committee will be made up of 7 people.
- c. Family Ornament Party
- d. Christmas Story Time
- e. Programs cancelled from December 21st to 31st.
- f. Current Donations – road home scarves, hats, gloves, blankets through December 31st.
- g. Utah State Library Benchmarking committee – has not met.
- h. Notification from Juan *Probation letter received and response letter has been sent.
- i. North Utah County Library Cooperative – They made it to our attorney, who recommended that they be written as an agreement not just by laws.
- j. Staffing-
 - i. Filled 1 part-time position, Sheila
 - ii. Still looking for a second person; 3 evening and Saturday shifts.
- k. Grants-
 - i. RFID: Request for Proposal is written and being reviewed. Related construction issues.
 - ii. LSTA – iPads for Literacy Center and Early Literacy
- l. Architect Volunteer – gathering plans for the building from the offsite storage.
- m. Holidays/Closures
 - i. Wednesday, December 23rd Closing at 5:00pm
 - ii. Thursday, December 24th Holiday Closure
 - iii. Saturday, December 26th Closed
 - iv. Thursday, December 31st Closing at 5:00pm
- 6. Old Business -
- 7. New Business -
- 8. Announcements -
 - Next meeting - Tuesday, 12 January 2016 @ 7:30pm
- 9. Adjourned - MOTION to Adjourn was made by Karen M. and SECONDED by Katie L. In roll call voting, the motion passed unanimous in the affirmative @8:01pm.

Date APPROVED by Library Board January 12, 2016


Janae Wahnschaffe, Chairman


Ryan Bankhead, Secretary