

The Park City Library Board of Directors held their monthly meeting on Wednesday, November 12, 2014 at 12:00 pm in the City Hall Executive Conference Room, 455 Marsac Avenue, Park City, Utah.

Those in Attendance: Alison Butz, Chair; Chris Cherniak, Bobbie Pyron, Suzette Robarge, Margie Schloesser Jerry Brewer; John Fry and Abby McNulty
City Council Liaison: Cindy Matsumoto excused.
Friends of the Library Liaison in Attendance: Jean Daly
Staff in Attendance: Adriane Herrick Juarez, Library Director; Angela Arreche, Senior Cataloging Librarian; Pam Evans, Library Board Secretary

I. Call To Order

Ms. Butz called the meeting to order at 12:04 pm.

Ms. Butz asked the board if they were comfortable to vote to go into a closed session to discuss Property, Personnel and Litigation issues. The meeting was noticed 24-hours in advance. Mr. Brewer made a motion to recess into closed session. Mr. Fry seconded. The motion passed unanimously.

II. Approval of Minutes

Ms. Butz made a motion to approve October 8, 2014 minutes. Mr. Cherniak seconded the motion, which passed unanimously.

III. Communications and Disclosures from Board, Liaisons, and Staff

None.

IV. Director's Report and Statistics

Staff Development Day took place on November 11th at Miners with 18 participants. Workshops were conducted along with an organizational development session on Intellectual Freedom, Change Management, PCMC Gold Medal Performance and IREACH Values, Service Model Exploration, Customer Service and Why We do What We Do.

Utah State Library Division has recertified the Park City Library at the Quality Library Level for 2014. The International City/County Management Association (ICMA) presented Park City with the Voice of the People Award for Transformation in Education and Enrichment in which the people of Park City recognized the library's accomplishments.

Adriane Herrick Juarez and our renovation project architect, Kevin Blalock, met with the Public Art Advisory Board (PAAB) on October 13th to discuss possible art installation in the new building.

On November 2nd the library hosted a special Dia de los Muertos celebration with more than 30 people attending. Ms. Markle and Ms. Kmak are in the process of developing online storytimes for the library's website.

Beginning November 14th the library will be assisting the Ice Arena with the program Small & Tall which consists of a storytime by Ms. Kmak followed by ice skating.

After five years of service with the Park City Library, Ms. Jusic resigned to move on to other endeavors. We wished her a fond farewell at a staff gathering.

The backlog of cataloging is being resolved by Ms. Arreche and her staff. Library Clerks are now trained on processing new books allowing the books to be shelved quickly for the public.

Library Management Team members met with a representative from MK Solutions to look at self-checkout and sorter options. Ms. Juarez and Ms. Roh met with a sales representative from TechLogic to discuss new and upcoming features with RFID.

Ms. Markle attended a Utah State Library Training, "Teens in the Library: Engagement, Programming and Behavior". Ms. Markle and Ms. Kmak attended the Utah State Library's all-day summer reading program. The theme for 2015 is Heroes.

Ms. Roh attended OCLC training in Provo. The Library Management Team and Ms. Kmak attended the PCMC training called Park City's Own It.

Library statistics are down as expected in the smaller building. Statistics for youth are increasing with Ms. Kmak's storytimes.

V. Friends of the Library Report

Ms. Jean Daly is representing the FOL this month. She thanked everyone for attending the luncheon. A total of 170 attendees were sold. The Live PC/Give PC campaign had 33 donors who contributed \$2000 to the library. Book sales from the Labor Day sale were down 30% this year. The remaining books are removed by the book seller who also purchases books from the FOL collection monthly. The FOL receives 50% of what the book purchaser makes.

Library Foundation Report

The Friends of the Library and the Foundation met and concluded that each entity will stay an independent organization but will communicate and consider representation in other's meetings.

VI. Old Business

Carl Winters Building Renovation

Board members toured the library building. The FF&E team will meet December 3rd. The Public Art Advisory Board has money available for art for the new library. Possibly another tour of the Carl Winters building will take place after Sundance. FOL members have not toured the building.

VII. New Business

The Cataloging Department overview and update was presented by Ms. Arreche. The cataloging department has four clerks and three processors. Their job is to receive new items and process them for library patrons for check out. The Opening Day collection purchasing has begun and processing the new items will follow.

VIII. Other

Food for Fines drive continues through November.

The proposed National Weather Service weather station at the Carl Winters building is moving forward. The City requires an application which Mr. Cherniak and Ms. Roh are working on.

IX. Adjourn

Mr. Fry moved to adjourn the meeting. Ms. Schloesser seconded the motion, which passed unanimously. The meeting adjourned at 1:30 pm.

Upcoming Schedule

The Park City Library Board of Directors will hold their regular meeting, if needed, on Wednesday, December 10, 2014 at 12:00pm in the City Hall Executive Conference Room, 455 Marsac Avenue, Park City, Utah. Otherwise the next meeting will be January 14, 2015.