

THOSE IN ATTENDANCE:

Margie Schloesser, Chair; Jerry Brewer; Chris Cherniak; John Fry; Jess Griffiths; Abby McNulty; Liza Simpson, City Council Liaison

STAFF IN ATTENDANCE:

Adriane Herrick Juarez, Library Director; Pamela Janulaitis, Library Board Secretary

I. ROLL CALL

Ms. Schloesser called the meeting to order at 12:00pm.

II. APPROVAL OF MINUTES

08/12/15 *Minutes*: Mr. Brewer made a motion to approve and Mr. Fry seconded the motion, which passed unanimously.

V. COMMUNICATIONS AND DISCLOSURES FROM BOARD, LIAISONS AND STAFF

None

VI. DIRECTOR'S REPORT AND STATISTICS

Ms. Herrick Juarez discussed the application for Best Small Library in America 2015. She also discussed a submission for possible inclusion in the 2015 Architectural Issue of the Library Journal regarding our building project. Ms. Herrick Juarez will be presenting at the Utah Public Libraries Director's Retreat in October regarding the YouCreate Lab. The Park City Library Leadership Team (LLT) was recognized by City Manager, Diane Foster, for an innovative Team Charter and the LLT will present it to the City Management Team at a future meeting. Jessica Manis, Adult Services Librarian, was featured in an article in the Park Record about the library's new summer reading program. Christine Roh, IT and Circulation Services Librarian, met with Park City Municipal Corporation IT Department to discuss the technology and budget and further needs after the library renovation. She also met with Brian McInerney and Lisa Verzella with the National Oceanic and Atmosphere Administration (NOAA) to discuss the Library Weather Station placement and installation. Technical Services completed the cataloging of YouCreate Lab equipment to allow for checkout. The relabeling of books in the teen and youth areas continues. Youth Services had a busy month with the conclusion of the summer reading program; Katrina Kmak continued to bring in large audiences programs this year. Community Engagement completed the Fall Newsletter and the Fall Programming brochure. Becca Lael, Community Engagement Librarian, has officially assumed responsibility for room reservations throughout the Library building. With the great demand for rooms both during library hours as well as before and after hours; training is being developed for staff to assist with the room rental process.

VII. FRIENDS OF THE LIBRARY REPORT

Ms. Schloesser read the Friends of the Library (FOL) report in Ms. Whitworth's absence. The Friends of the Library (FOL) Book Sale raised \$7,100 in support of the Library. The FOL is funding \$4,000 library employee conference attendance, \$800 towards Jessica Manis' expenses at a Library Conference in Colorado, and \$1,000 for Becca Lael to attend a Library Marketing conference. Additionally, the FOL funded an additional four (4) She-Creates classes and purchased four (4) additional book carts. REMINDER: FOL Author Luncheon on October 22, 2015 from 11am-1pm.

VIII. OLD BUSINESS

Community Engagement Committee: Mr. Griffiths stated that PC CAPS will be presenting to the Library Board their plan for teen outreach on behalf of the Park City Library. Ms. Whitworth is spearheading the Senior outreach. There were suggestions to have the Library present at the High School and also for PC CAPS to utilize the Miner News Casts.

Statistics Committee: Ms. Herrick Juarez stated that Ms. Osterhaus was updating the spreadsheet for the Library Leadership Team. The intention is to ensure statistics are streamlined and consistent. The use of graphics to illustrate more clearly the overall statistics is being considered.

Webpage Committee: Ms. Schloesser stated that Christine Roh will attend a seminar in October 2015. The intention is to gather information on some of the technologies other libraries utilize, particularly in regard to their websites. There will be a 'freshening' of the current website in the interim.

IX. NEW BUSINESS

Annual Meeting: The board would like to have the Annual Meeting immediately following the regular meeting on May 18, 2015. Article 4 of the Bylaws would need to be updated to allow for this change. Ms. Herrick Juarez will be checking with Legal.

Education Items for Board: A motion was put before the Board to have a staff member provide an 'education session' at each Board Meeting as time allows to keep the Board abreast of procedures and processes at the library. Topics are to be decided. Mr. Brewer made the motion and Mr. Fry seconded the motion which passed unanimously. *City Council/Library Board Joint Meeting:* Ms. Herrick Juarez will schedule the time with the City Council.

Quarterly Goal Update: Mr. Cherniak requested that dates be updated as part of the footer on each quarterly goal update in the strategic plan whenever they are presented to the Board. Board Members are requested to track their volunteer time as Ms. Herrick Juarez does report this statistic to the State. Ms. Schloesser volunteered to be in charge of tracking the hours and will collect statistics from Board members each month.

X. OTHER

None

IX. ADJOURN

Mr. Brewer made a motion to adjourn. Mr. Fry seconded the motion. Meeting adjourned at 1:25pm.

UPCOMING SCHEDULE

The Park City Library Board of Directors will hold their regular meeting on Wednesday, October 21, 2015 at 12:00pm in the Park City Library, Meeting Room 201, 1255 Park Avenue, Park City, Utah 84060.