THOSE IN ATTENDANCE:
Chris Cherniak, Chair; John Fry, Vice-Chair; Jerry Brewer; Jess Griffiths; Kristy Hoffman; Abby McNulty; Jane Osterhaus; Margie Schloesser; Ann Whitworth, Friends of the Library Liaison; Nann Worel, City Council Liaison

STAFF IN ATTENDANCE:
Adriane Herrick Juarez, Library Director; Courtni Parsons, Library Board Secretary; Angela Arreche, Tech Services Manager

I. ROLL CALL
Mr. Cherniak called the meeting to order at 12:01 pm

II. APPROVAL OF MINUTES
4/19/17 Minutes: Mr. Brewer made a motion to approve and Mr. Fry seconded the motion, which passed unanimously.

III. COMMUNICATIONS AND DISCLOSURES FROM BOARD, LIAISONS AND STAFF
Ms. Herrick Juarez announced Courtni Parsons as the new Circulation Team Lead at the Park City Library. Ms. Parsons will also serve as the new Library Board Secretary.

Ms. Herrick Juarez shared a picture of a possible site for the e-Bike charging station. The picture displayed a small, rectangular spot made on the south side of the bus stop. Exact measurements were not given by the Transportation Department at this point in time. The Library Board agreed the location would be great for visibility.

Ms. Herrick Juarez gave an update that the City Budget Department will be recommending an increase in the Library's part time budget line for the upcoming fiscal year. Ms. Herrick Juarez will receive more information after City Council reviews the budget. Ms. Worel stated that Council understands the importance of the Library, adding how critical it is for the youth and the community as a whole.

Ms. Herrick Juarez commented that the City has an employee telecommuting program that supports efforts to become more ecofriendly through fewer staff commutes and by providing staff with quality, uninterrupted time to work from home. The Library will experiment with some telecommuting for librarians, and will send the City Human Resources Department's proposed schedules for their approval.

Ms. Herrick Juarez stated that Ms. Katrina Kmak, Youth and Spanish Services Librarian, was featured in Faces of PC.

Ms. Herrick Juarez mentioned her appreciation for Amy Roberts, Park City author of the book Remorse, who gave her time to talk at the City's Women in Leadership Book Club in April.

Ms. Herrick Juarez stated that the Utah Library Association Conference was currently being held in Sandy, UT at the South Towne Expo Center. This event will be attended by a number of Library employees for either all or part of the conference.

Ms. Herrick Juarez inquired about the quality during the conference call that Ms. Schloesser and Mr. Griffiths participated in at the previous Library Board meeting on April 19, 2017. Mr. Griffiths' commented that it was a good alternative to missing the meeting. Ms. Schloesser added that the conference phone was a nice resource and that she would like to continue the use of the conference phone for those who are away during Board meetings so that they can still participate.

Ms. Herrick Juarez announced that the Iron Lung, a device formerly used to treat victims of Polio, is currently on display in the Library. The Iron Lung exhibit was exhibited by the Park City Lunchtime Rotary, of which Ms. Herrick Juarez is a member.

Mr. Cherniak added that the Summit County Library is building a new branch in Kamas, UT, which will be ecofriendly and feature a modern appeal. The Board unanimously decided to show support by attending the grand opening of the new building later this year.
IV.  DIRECTOR’S REPORT AND STATISTICS
Ms. Whitworth inquired about the lack of available parking spaces in the Library parking lot. Ms. Herrick Juarez stated that the City is working on parking concerns. Scott Olsen from the City Parking Department will be meeting with the Library Leadership Team within the next few weeks to discuss options. Ms. Herrick Juarez mentioned that the parking department has been responsive and has offered suggestions, such as adding signage in the parking lot to provide guidance to patrons and event attendees. The Library encourages event members to park across the street in the Mawhinney parking lot. However, the Library is unable to enforce this. Ms. Herrick Juarez added that the Library parking lot is not an area that the Parking Department has jurisdiction over, which prevents the department from ticketing. This is due to be adjusted to give them the needed jurisdiction. Ms. Herrick Juarez explained that libraries are a free and public amenity and that we do not want to discourage library use by Library patrons incurring costs for parking at the library.

Ms. Herrick Juarez shared the teen study room statistics, citing 212 of 494 rooms were used by teens, resulting in a 43% teen usage.

Ms. Herrick Juarez announced that the Library will be using the CLEF money for three new items: Two-way radios to improve communication between staff members on desk, a grant writing database, and a new 3D printer to replace one of the current 3D printers that is no longer under warranty.

Ms. Herrick Juarez thanked the Library Staff for all of their hard work and shared with the Library Board the recognition of the staff on National Library Worker Appreciation Day. The Library Board also expressed their gratitude to the staff for their excellent provision of service to the community.

V.  FRIENDS OF THE LIBRARY REPORT
Ms. Whitworth announced the approval of purchasing two Amazon Prime memberships for Ms. Kate Mapp, Adult Services Librarian, and Ms. Katrina Kmak, Youth and Spanish Services Librarian, which will help with purchasing items that are requested by patrons.

Ms. Whitworth stated that the Women’s Athenaeum Club in Park City collaborated with the Friends of the Library to apply for a grant, which allowed the organization to purchase books for local first graders. Ms. Herrick Juarez mentioned that the Women’s Athenaeum Club were original founders of the Park City Library.

Ms. Whitworth announced that local author Jane Perkins will be speaking at the Friends of the Library Luncheon being held on October 10, 2017.

Ms. Whitworth announced that registration for the Friends of the Library membership is now available online. By joining the Friends of the Library, members receive early access to the annual book sale, as well as discounted tickets to National Theater Live.

Ms. Whitworth showcased “I Read Park City” library bags which are ecofriendly and serve as a great alternative to plastic bags. The bags are $3.00 and are sold in the Library on the first floor, in the Friends of the Library Bookstore.

Ms. Whitworth expressed concern that coffee shop has inconsistent hours leading to problems with the reliability of the shop. Ms. Herrick Juarez responded to these concerns stating that the City has met with the owner of the coffee shop. Ms. Herrick Juarez expressed that the owner is still interested in occupying the space and that the Library now contacts the owner in the event that a staff member leaves early, which allows the owner to send someone from another location to provide assistance and keep the coffee shop open. Ms. Herrick Juarez stated that the City will continue to work toward a resolution and suggested inviting the contract manager, Jonathan Weidenhamer, to an upcoming Board meeting.

Mr. Cherniak shared that he took Friends of the Library donations, specific to health and fitness, to the Municipal Athletic and Recreation Center for the Little Free Library. Mr. Cherniak added that he provided kid’s books for the on-site day care center and stated
that puzzles and coloring books would also make great additions for the location. Mr. Cherniak encouraged Board Members to bring their own donated items to this facility.

VI. EDUCATION ITEM
Ms. Arreche presented a slideshow titled, “Leadership at Every Level”. Ms. Arreche explained that Park City Municipal Corporation is a “flat” organization, which encourages self-managed teams and allows everyone to be a leader in every position.

The Library Leadership Team read the book Turn the Ship Around by L. David Marquet, about a Captain who gave his crew the power to make their own decisions and teach him in the process, which reflects the values of being a flat organization. After reading this book, the Library Leadership Team created a team for all Clerks and Library Assistants, who named themselves the CEOs, which allows part time staff to implement changes within the Library as leaders from any position.

Through continued staff development, Self-Directed Achievement was implemented to allow time for staff members to learn equipment within the Library. SDA time allows two hours per month for each staff member to train in their chosen area of the Library and report monthly to their supervisor regarding these goals.

VII. OLD BUSINESS
Ms. Schloesser announced that a new set of tiles will be placed on the photo tile mural soon. Ms. Schloesser stated that she has three more neighborhoods to distribute flyers to with tile information and encouraged Board members to help if they can. Ms. Schloesser added that the next set of tiles will be placed in the fall.

VIII. NEW BUSINESS
Meeting went into a closed session to discuss Library Board candidates for FY18

IX. ANNUAL MEETING
N/A

X. OTHER/SUMMARY
The meeting returned from the closed session at 1:35pm.

The Library Board recommended appointment of Margie Schloesser, Chris Cherniak, John Fry, and Sarah Hall.

The vote reflected six in favor, one opposed, and one abstention.

XI. ADJOURN
Mr. Brewer made a motion to adjourn. Mr. Fry seconded the motion. Meeting adjourned at 1:42 PM.

UPCOMING SCHEDULE
The Park City Library Monthly Board of Directors Meeting will be held on Wednesday, June 21, 2017 from 12:00pm until 1:30pm in the Park City Library, Room 201,1255 Park Avenue, Park City, Utah 84060.