

**THOSE IN ATTENDANCE:**

John Fry, Chair; Jane Osterhaus, Vice-Chair; Chris Cherniak; Jerry Brewer; Jess Griffiths; Sarah Hall; Kristy Hoffman; Margie Schloesser; Ann Whitworth, Friends of the Library Liaison

**STAFF IN ATTENDANCE:**

Adriane Herrick Juarez, Library Director; Courtni Parsons, Library Board Secretary; Becca Lael, Community Engagement Librarian

**I. ROLL CALL**

Mr. Fry called the meeting to order at 11:58pm.

**II. APPROVAL OF MINUTES**

*6/21/17 Minutes:* Mr. Brewer made a motion to approve and Ms. Hoffman seconded the motion, which passed unanimously.

**III. COMMUNICATIONS AND DISCLOSURES FROM BOARD, LIAISONS AND STAFF**

Ms. Hoffman announced that she accepted a position at the Park City Co-Op, adding that the position will not interfere with Library Board Meetings. Ms. Hoffman relayed gratitude from the Park City Co-Op to Ms. Herrick Juarez and Ms. Kmak, who have made the Co-Op feel welcome and included as tenants of the building. Mr. Fry congratulated Ms. Hoffman on her new position.

Mr. Cherniak congratulated all library staff for the work they do to gather weather data for the National Weather Service, which records and distributes the information.

Ms. Herrick Juarez announced that the Miners' Day Parade will take place on September 4<sup>th</sup>. The Library will be closed Monday, September 4<sup>th</sup>, in observation of Labor Day. Ms. Herrick Juarez stated that the Library will have an entry in this year's parade and expressed interest in Board members participating, if possible.

Ms. Herrick Juarez stated that Angela Arreche, Senior Cataloging Librarian, will substitute for Ms. Herrick Juarez during the August Board Meeting while Ms. Herrick Juarez attends the International Federation of Library Associations (IFLA) Conference in Poland.

Ms. Herrick Juarez inquired about whether the Library Board would be interested in having a member of the Transit Department attend the August Board Meeting to discuss information regarding the Library parking lot. The decision to include the Transit Department in the August Board Meeting passed unanimously. Ms. Herrick Juarez mentioned that pay stations will be placed in the parking lot of the Library. The pay stations will not initially require payments, but instead will allow the system to monitor the use of the lot. Ms. Herrick Juarez stated that signs will also be implemented within the lot indicating that it is for Library use.

**IV. DIRECTOR'S REPORT AND STATISTICS**

Mr. Cherniak inquired about the Naloxone kit that the Library acquired. Ms. Herrick Juarez reported that the Library obtained a Naloxone kit, for use in the event of opioid overdose. Members of the Library Leadership Team received and reviewed information on administering the kit. Ms. Herrick Juarez stated that all library staff will be trained on usage of the kit during the upcoming August Staff Meeting. Thank you to the Summit County Health Department for the free kit and, in particular, Carolyn Rose, Nursing Director, for her support and training.

Ms. Herrick Juarez reported that there were over 175,000 patron visits in the last year, an increase in visits over the first year after the Library's renovation, which saw over 161,000 visits.

Ms. Whitworth inquired about whether the library received what was asked for in part-time personnel hours in the budget approved by Council. Ms. Herrick Juarez stated that the Library received \$25,000 toward part-time hours, which was about half of the request.

## **V. FRIENDS OF THE LIBRARY REPORT**

Ms. Whitworth reported that the Friends of the Library approved a request from the library for \$400 to provide a reception for two authors presenting at the Library during the Book Festival.

Ms. Whitworth stated that the annual Friends of the Library Book Sale will be held on Labor Day weekend. Ms. Whitworth reported that it is time to renew annual memberships. Individual memberships cost only \$15. Family memberships cost \$25. A person can be a Book Worm for \$50 and a Book Lover for \$100. Donations are also accepted. The membership-year goes from July 1 to June 30. Members who applied at any point last year will need to reapply.

## **VI. EDUCATION ITEM**

Ms. Lael presented a slideshow of work from the artists who will have exhibits featured in the Library during the upcoming seasons:

The 2017 Fall Art Exhibit will feature Tom Horton, a resident of Park City who will feature landscape photographs.

The 2017 Winter Art Exhibit will be a joint show featuring Heather Stamenov, an observational painter who incorporates action and humor into her art, and pieces from the Summit County Art Collection featuring a variety of artists and styles.

The 2018 Spring Art Exhibit will feature three abstract artists, including: William Kranstover, who focuses on creating art that triggers memories from the past; Karen Kurka Jensen, a SUMI-E artist who focuses on mystical landscapes; and Linda McClausland who participates in art exhibits in Park City, Midway, Oakley, and has been exhibited at the Kimball Art Center.

Ms. Lael stated that, while the Library does not sell any artwork, it offers information about how to purchase pieces directly from any exhibited artists who wish to sell their work.

## **VII. OLD BUSINESS**

Ms. Schloesser provided an update regarding the Library's Photo Tile Wall, announcing that 6 tiles had recently been purchased, leaving 4 more needed before the batch will be submitted for printing and installation. These are done in groups of 10 or more for cost effectiveness.

Mr. Cherniak provided an update regarding the upcoming Utah Book Festival, stating that The Swaner Eco Center will now participate. The Festival will be held from mid-September to mid-October. Events being held at the Library will start in September. A catalog with full information will be released in August.

The Library Board continued to have interest in keeping the coffee shop on the agenda, and to consider the option to create a committee to discuss and implement changes. Mr. Griffiths expressed an interest in being a part of said committee.

## **VIII. NEW BUSINESS**

Ms. Herrick Juarez presented an updated Patron Eligibility Policy to the Library Board for consideration and possible approval. The policy added free library cards for educators within the Park City School District including, but are not limited to, preschool, homeschool, public, private, and charter teachers. This card allows District-educators residing outside of the Park City limits to receive a library card without paying the Non-Resident fee of \$40.00.

Mr. Cherniak made a motion to approve the Patron Eligibility Policy with amendments made. Mr. Brewer seconded the motion which passed unanimously.

## **X. ANNUAL TRUSTEE TRAINING**

The Library Board received an Annual Trustee Training from the Library Director while reviewing the FY18 Trustee Handbook. Ms. Hall suggested Orientation Tours for new trustees on an annual basis. Ms. Herrick Juarez indicated that she would set up a time for Ms.

Hall to take an Orientation Tour at the Library, and that all other Board members would be invited. In addition, this will be implemented each year moving forward.

**XI. ADJOURN**

Ms. Osterhaus made a motion to adjourn. Mr. Brewer seconded the motion. Meeting adjourned at 1:42pm.

**UPCOMING SCHEDULE**

The Park City Library Monthly Board of Directors Meeting will be held on Wednesday, September 20, 2017 from 12:00pm until 1:30pm in the Park City Library, Room 201, 1255 Park Avenue, Park City, Utah 84060.