

**THOSE IN ATTENDANCE:**

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

**STAFF IN ATTENDANCE:**

Adriane Herrick Juarez, Library Director; Courtni Parsons, Library Board Secretary; Kate Mapp, Adult Services Manager

**I. ROLL CALL**

Mr. Fry called the meeting to order at 12:00 PM.

**II. APPROVAL OF MINUTES**

*11/15/17 Minutes:* Mr. Brewer made a motion to approve. Ms. Osterhaus seconded the motion, which passed unanimously.

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

Ms. Hoffman expressed thanks for allowing space in the library for a toy collection box for Operation Hope during the holidays.

Ms. Parsons announced that she is expecting her first child on July 14, 2018.

Ms. Herrick Juarez stated that Becca Lael, Community Engagement Librarian, has returned from Maternity Leave and the library is glad to have her back. Ms. Herrick Juarez announced that Katrina Kmak, Youth and Spanish Services Librarian, received the Employee of the Year award at the annual Park City Holiday Party. She also mentioned that the library is currently working on the inventory of the library's collection.

Ms. Herrick Juarez expressed thanks to everyone who participated in the One Book, One Community Event in which Ruta Sepetys, author of Salt to the Sea, gave a presentation in the Santy Auditorium on January 9<sup>th</sup>, 2018 and received a full auditorium. She stated that Ms. Sepetys was a moving and insightful speaker.

Ms. Herrick Juarez thanked Mr. Cherniak for his assistance with Reading Against Racism, a program held in the library café where the public was encouraged to bring passages they wanted to read regarding racism, or read from books with marked passages provided by the library.

Ms. Herrick Juarez announced that Jheizabeth Lozano has been hired as the new Youth and Spanish Services Library Assistant. Ms. Lozano has six years of library experience from working in Ecuador and the Library is glad to have her as a new addition.

Ms. Schloesser encouraged Board Members to listen to Ms. Herrick Juarez's podcast, libraryleadershippodcast, in which Ms. Herrick Juarez interviews leaders in the library world about the continuing evolution of libraries, among other topics.

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

Ms. Schloesser expressed interest in discussing the topic of fines at an upcoming meeting. Ms. Herrick Juarez agreed and Mr. Fry stated that it should be added to the February agenda to discuss on February 21<sup>st</sup>.

**V. FRIENDS OF THE LIBRARY REPORT**

Kate Mapp, the Library's Friends of the Library liaison, informed the Board on the requested items from the recent Friends of the Library meeting. Ms. Mapp presented the idea of book leasing. The books would be leased from a vendor and serve as the Rapid Reader books that check out for one week at a time. By leasing these books for a certain amount of time instead of purchasing them, the library would save time weeding multiple copies from the collection later on when the demand has subsided. \$2,000 was approved, which would allow the library to receive approximately 130 books per year. Ms. Mapp mentioned that other libraries have also chosen this option, stating that it works well for single branch libraries because materials aren't being shared across multiple branches.

## **VI. EDUCATION ITEM**

Katie Holyfield and Taylor Matkins are the creators of Lucky Ones Coffee and attended the Library Board Meeting to discuss the mission behind the company. Lucky Ones Coffee will be a coffee shop that is run by individuals with disabilities, with a mission to provide a space where the community can engage and have meaningful interactions. Ms. Holyfield stated that more than 70% of people with disabilities are unemployed. Park City currently does not have a business operating in the way Lucky Ones Coffee operates. Ms. Holyfield mentioned the coffee shop fits in with the goals of Park City Municipal Corporation by focusing on social equity.

Ms. Holyfield shared information to help facilitate conversations and interactions when working with people with disabilities

Lucky Ones Coffee has done pop-up events, portable shops set up temporarily, during weekends, to spread their name and mission of the business. Their plans for the current café space include lowering the front counter down to a 36-inch height to make it ADA accessible. Ms. Holyfield and Ms. Matkins have been working with an interior designer for ideas to make the space warm and inviting and create a place where people want to be.

Given Council's approval, Lucky Ones Coffee would open March 3<sup>rd</sup>.

## **VII. OLD BUSINESS**

Ms. Schloesser mentioned that five more tiles are needed to complete the cycle and they will go up on the Tile Mural Wall in March.

Mr. Cherniak provided information regarding the Reading Against Racism program held at the library. Mr. Cherniak reported that 75 people attended the event in the coffee shop, with about 35 people reading. The readings varied from passages in books to personal stories and experiences. The Library provided books with marked passages. Mr. Cherniak commented that this program should be done more than once per year and could evolve into other topics, including "Reading for Nature", featuring books about the environment, around Earth Day.

Ms. Herrick Juarez shared an experience with the volunteer who helped mark passages in library books for the public to read at the event. The volunteer, who is currently a student, recently challenged the book Whoever You Are by Mem Fox. Ms. Herrick Juarez called the student to better understand the reason for the challenge and discussed the topic of censorship in libraries and told her about the upcoming Reading Against Racism event, which the student wanted to be a part of and marked passages as a way to help.

Ms. Herrick Juarez informed the Board of an inappropriate racially-biased comment directed at Jhezabeth Lozano, Youth and Spanish Services Library Assistant, from a patron over the phone. A member of the Library Leadership Team called the patron back to notify them that the library does not tolerate that behavior toward staff. A report was filed with the Human Resources Department to document the incident.

Ms. Herrick Juarez provided an update regarding parking. Katy Wang, Park City Film Series, attended a recent meeting and stated that two hours would not cover all movie times for someone attending a movie at the Park City Film Series. The signs were approved with a three-hour limit and will be placed in the lot after The Sundance Film Festival. In February, measures will be taken to monitor the library lot to access how it's being used. Ms. Herrick Juarez reported that Kenzie Coulson, Parking and Fleet Manager, will be attending the library's January Staff Meeting to inform staff about the parking situation and how it will be handled.

## **VIII. NEW BUSINESS**

The Library Board was presented with three library policies to review: Circulation Policy, Emergency Policy, and YouCreate Lab Policy.

Mr. Brewer made a motion to approve all three policies with no changes made. Ms. Osterhaus seconded the motion, which passed unanimously.

Ms. Herrick Juarez inquired about selecting a date for the Library Board and Staff Reception since it was not held at the end of Staff Development day in November 2017 due to scheduling conflicts. The Board decided that the Reception will be held on February 26<sup>th</sup> at the February Staff Meeting from 1:30 PM to 2:30 PM.

**X. OTHER/SUMMARY**

Ms. Schloesser commented that Ms. McNulty is being considered for Council and encouraged Board Members to reach out to those in Council and provide input on how valuable Ms. McNulty is to the City.

**X. ANNUAL MEETING AND REPORT**

Ms. Herrick Juarez presented the Annual Report for Fiscal Year 2017. The numbers were from the second year after the renovation, which saw an increase of 14,245 more visits than the first year in the building. In general, a newly renovated library's number of visits is highest the first year after opening. Ms. Herrick Juarez stated it's great to see the library surpass the first year's visits, though the number is beginning to drop now, which is to be expected.

Ms. Herrick Juarez informed the Board that library staff participated in over 700 hours of Self Directed Achievement, a program that launched at the beginning of 2017 and allows staff time to learn equipment within the library to ensure each individual is comfortable assisting and troubleshooting the equipment and provide the best service to patrons.

Ms. Herrick Juarez recounted highlights from the year. An art rail was installed in the Children's area to display artwork made by the children, along with Art Exhibits that are showcased throughout the building. Coding classes were implemented during the year that took place in the YouCreate Lab, along with the addition of a new 3d scanner, and a mini pad in the Sound Booth. The YouCreate Lab was used 1,893 times. The Library Leadership Team toured other libraries in order to gain insight on other technology being used that could be implemented to keep up with technological changes and advances in equipment.

The Library provided space for the hosting of the 2<sup>nd</sup> Annual Latino Arts Festival. The Next Chapter Book Club was implemented by Kate Mapp, Adult Services Librarian. E-Bikes and a charging station were installed outside the library in an effort to go green. Databases were added for patron use, including Consumer Reports, A to Z Maps, Valueline and Lynda.com. Educator Library Cards were implemented for teachers in Park City School District. The Summer Reading Challenge allowed patrons to set their own goals for the summer. The annual Summer Slide Party was hosted on the library field and Random Acts of Music took place.

Ms. Herrick Juarez thanked the Library Board Members for making these changes possible.

**XI. ADJOURN**

Mr. Brewer made a motion to adjourn. Ms. Osterhaus seconded the motion. Meeting adjourned at 1:50 PM.

**UPCOMING SCHEDULE**

The Park City Library Monthly Board of Directors Meeting will be held on Wednesday, February 21, 2018, from 12:00 PM until 1:30 PM in the Park City Library, Room 201, 1255 Park Avenue, Park City, Utah 84060.