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

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 12:03 PM

II. APPROVAL OF MINUTES
03/21/18 Minutes: Ms. Whitworth clarified that the date for the Author Luncheon given was incorrect and that the correct date is October 17, 2018. A footnote with the correction will be added to the March Minutes. Ms. Osterhaus made a motion to approve. Ms. Hoffman seconded the motion, which passed unanimously.

III. COMMUNICATIONS AND DISCLOSURES FROM BOARD, LIAISONS, AND STAFF
Mr. Fry invited Board Members to attend an event he is participating in where attendees share stories based on the theme, “The Great Outdoors”.

Ms. Herrick Juarez stated that the Author Luncheon will be held on October 17, 2018, which is also the monthly Library Board Meeting. She expressed interest in the option of having the meeting at Deer Valley Resort, where the luncheon will be held, and move the time to 11:00am-12:00pm for a shorter meeting. The Board Members could then stay and attend the Author Luncheon. Most Board Members agreed they would be able to attend. This change in meeting location will be noted on the State website.

Ms. Herrick Juarez announced that Peter Bromberg, Salt Lake City Public Library Director, will be joining Board Members for a meeting after the regularly scheduled Library Board Meeting on June 20, 2018. The purpose of this meeting is to learn more information regarding the national trend of libraries going “fine free” by hearing about the experience from Mr. Bromberg, whose Library system went fine-free approximately one year ago. The meeting will also be attended by members of the Summit County Library Board and the Summit County Library Director. Mr. Fry mentioned that an invitation should be extended to the Wasatch County Library Board and Director as well. Ms. Herrick Juarez stated she would contact them to see if they are interested in attending.

Ms. Herrick Juarez mentioned that Katrina Kmak, Youth and Spanish Services Librarian, is looking for a Board Member to be a judge at the Dia De Los Libros program on April 23, 2018, where attendees will be making posters and judges will hand out prizes. Mr. Brewer agreed to be a judge.

IV. DIRECTOR’S REPORT AND STATISTICS
Ms. Schloesser commented that it seemed like a busy month for the Library, citing the program statistics. Ms. Herrick Juarez agreed and stated that the addition of the Lucky Ones Coffee Shop has helped bring in more patrons.

Ms. Osterhaus inquired about the solar panel application on the Library roof. Ms. Herrick Juarez reported that she and Ms. Mapp are currently working with Celia Peterson in the Sustainability Department to determine whether the roof can hold the weight of solar panels. She will have more information regarding the project at a later time. Funding for the solar panels would come from EBSCO, a company that provides research databases and magazine subscriptions, among other resources, for the Library.

Ms. Herrick Juarez stated that the Library was a designated emergency shelter when unexploded dynamite was found and removed from a house on Empire Avenue. The Library participated in the City’s annual Shakeout drill, as well as conducted the annual Evacuation drill to help staff prepare and know how to respond in the event of an emergency.
Ms. Herrick Juarez reported that the Library is on track to finish inventory by the end of April.

Ms. Herrick Juarez mentioned that a new episode was released of the Library Leadership Podcast. In this episode, Felton Thomas, Director of the Cleveland Public Library, is interviewed.

Mr. Cherniak commented on the increase in attendance at the Spanish programs, which have also increased. Ms. Herrick Juarez gave credit to Jhezabeth Lozano, Youth and Spanish Services Library Assistant, and Katrina Knak, Youth and Spanish Services Librarian, who have been working together to increase Spanish programming.

Ms. Schloesser inquired about the Library Board Members attending the Grand Opening of the Kamas Branch Library. Ms. Herrick Juarez stated that she will follow up with more information regarding the date and time.

V. FRIENDS OF THE LIBRARY REPORT
Ms. Whitworth reported that a request was submitted for $800 to increase the Book Club selection. However, $800 would only provide the Library with three or four new book titles, so the Friends of the Library increased the request and approved $1,600 to purchase titles for this collection.

VI. EDUCATION ITEM
Ms. Mapp provided informational diagrams that explained how digital content is purchased and who purchases the materials.

Utah State Library purchases eBooks and eAudiobooks on Overdrive for libraries in Utah, as well as databases the Library uses such as Novelist, which includes over 40 different databases. The Park City Library has a budget for additional resources and digital books. The Library pays for the New York Times online subscription, Lynda.com, Mango languages, and Consumer Reports, among others.

The Library has switched from four online eBook platforms to two. This change will not only save the Library money, but also make it easier for patrons to find what they’re looking for by navigating two locations instead of four. Materials will no longer be purchased for Axis360, which will be deleted in October. However, the materials purchased for Axis360 are in the process of being transferred to the Overdrive app. Library patrons are encouraged to download RBDigital, a new database for eAudiobooks and eMagazines, which will be used in place of Axis360. Utah State Library purchases the eAudiobooks for the site, while the Park City Library purchases the eMagazines.

Librarians run reports and are able to see what items have holds and how many patrons are on hold for said items. This allows them to determine whether they want to buy a copy that is accessible for Park City Library patrons only, to decrease the wait time for popular titles.

Mr. Fry mentioned different ways in which this information could be relayed with patrons, such as creating instructional videos or a PDF program with clickable links. Ms. Mapp stated that the Library will work on marketing these changes over the summer, now that the switch to the two platforms has been made.

VII. OLD BUSINESS
Ms. Whitworth reported that she met with Maria Barndt, the woman in charge of handling the plants around the City, regarding the flower pots. Maria has agreed to provide the containers, plant the flowers, and store them in the off season. The only task that needs to be done is watering the plants, which will be the responsibility of the Lucky Ones Coffee Shop. Ms. Whitworth stated that $1,200 will allow them to purchase eight flower containers to go along the patio, with some left over for maintenance in the coming years. Maria will submit the invoice and the Friends of the Library will pay. The flowers are expected to arrive, in full bloom, in June. Ms. Whitworth thanked Mr. Cherniak for initiating the idea of adding flower pots to the patio.

Mr. Cherniak inquired about adding a bench between the planters to provide additional seating. Ms. Whitworth mentioned that the Lucky Ones have money left over in their renovation budget that could be used to buy additional outdoor seating.
Ms. Schloesser reported that she took 10 tiles to the printer. They are expected to be installed by Memorial Day.

Mr. Cherniak stated that he is in the process of brainstorming ideas and reaching out to authors for the 2018 Book Festival. He recently had an interview with William T. Vollmann, a fiction and nonfiction writer. Mr. Cherniak stated that he will reach out to Michael McLaine to see if he’d like to pursue bringing William T. Vollmann to the Festival.

**VIII. NEW BUSINESS**
The Library Board reviewed the edits made to the Patron Eligibility Policy. The changes include the addition of a library card option for Friends of the Library Members and tenants of the Library building. Mr. Griffith’s recommended that the word “Citizens” be changed to “Any person”.

Ms. Schloesser made a motion to approve the policy with the amendment made to change the word “Citizens” to “Any person”. Ms. Osterhaus seconded the motion, which passed unanimously.

The Library Board reviewed the edits made to the Materials Collection Policy. The changes include renaming the policy to “Collection Development” and an up-to-date version of the Library Bill of Rights.

Ms. Osterhaus made a motion to approve the Materials Collection Policy. Mr. Cherniak seconded the motion, which passed unanimously.

Ms. Herrick Juarez asked the Library Board if the Quarterly Goal Update could be provided every six months instead of every three months. No one was opposed to the change. Ms. Herrick Juarez stated the Annual Library Board Calendar will be updated to reflect these changes in the upcoming fiscal year.

Ms. Herrick Juarez stated that a public survey was released. Over 300 people took the survey in the first week of its release and feedback has begun to come in.

Ms. Herrick Juarez gave an update about Library Board Applications. A public notice was posted in the Park Record, as well as being posted on the Library and City websites, Facebook, and a sign was added at the Library’s front desk. Mr. Brewer’s term is expiring and Ms. Osterhaus and Mr. Griffith’s will be up for renewal, resulting in three open seats. No applications have been submitted at this time. Applications are due April 30th, 2018. The Library Director, Library Board Chair, and Co-Chair will review the applications, conduct interviews, and discuss applicants at the May Library Board Meeting. The Library Board will then determine who they recommend to City Council for their approval. Mr. Fry will write a letter from the Library Board that will go in the Council Packet.

Ms. Herrick Juarez stated she has been in communication with the Legal Department to determine whether the Library Board Meeting will remain open or go into a closed session to discuss the candidates. She will be prepared to move forward in either decision.

**X. OTHER/SUMMARY**
There were no other comments.

**XI. ADJOURN**
Mr. Cherniak made a motion to adjourn. Mr. Brewer seconded the motion. Meeting adjourned at 1:31 PM.

**UPCOMING SCHEDULE**
The Park City Library Monthly Board of Directors Meeting will be held on Wednesday, May 16, 2018, from 12:00 PM until 1:30 PM in the Park City Library, Room 201, 1255 Park Avenue, Park City, Utah 84060.