

**THOSE IN ATTENDANCE:**

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

**STAFF IN ATTENDANCE:**

Adriane Herrick Juarez, Library Director; Courtni Norman, Library Board Secretary; Christine Roh, IT/Circulation Services Manager

**I. ROLL CALL**

Ms. Osterhaus called the meeting to order at 12:01 PM.

**II. APPROVAL OF MINUTES**

*2/20/19 Minutes:* Mr. Fry made a motion to approve. Ms. McNulty seconded the motion, which passed unanimously.

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

Ms. Herrick Juarez received an email from the American Library Association that stated their support of libraries going Fine Free, citing social equity as one reason, and encouraged libraries that have not yet made the change.

Ms. Herrick Juarez stated that the American Library Association also released a call for advocacy in regards to the cut to national budget funding, which supports libraries across the United States. She sent Board Members the call for action, which allows them to support advocacy for these funds. The Park City Library benefits from these national funds, which help with Interlibrary Loans and programming.

Ms. Herrick Juarez thanked Mr. Fry for his communication with Kate Mapp, Adult Services Manager, about highlighting and supporting local authors in programs at the Library. Ms. Whitworth stated that the Friends of the Library would be interested in supporting an event for local authors. Ms. Herrick Juarez stated that she would relay the information to Ms. Mapp.

Ms. Herrick Juarez reminded Board Members of the Annual Meet-and-Greet between Library staff, Friends of the Library Board Members, and Library Board Members. The Meet-and-Greet will be held on April 25<sup>th</sup>, from 2:00 PM to 3:00 PM in Meeting Room 201.

Ms. Herrick Juarez mentioned that there will be two upcoming vacancies on the Library Board. The application and vacancy notice will be posted on the Library and City websites, and in the Park Record. Board Members whose terms are up and want to continue serving will need to reapply.

Ms. Herrick Juarez followed up on the increase in last month's teen programming statistics. She spoke with Katrina Kmak, Youth and Spanish Services Manager, and determined that the increase was due to the addition of passive statistics, such as Xbox and PlayStation gaming, that were added for the state report. The passive statistics will be added to the collective total and Board Members should begin to see the statistic numbers regularly in the higher range in upcoming months. Ms. Herrick Juarez stated that the gate count for library patrons was also higher, which could be a result of the Sundance Film Festival continuing into February, unlike other years when it's completed in January.

Ms. Herrick Juarez thanked Mr. Griffiths, Ms. Osterhaus, and Ms. Whitworth for attending the Council Meeting and showing their support as she spoke about the Two-Item Courtesy Checkout Pilot Program. She thanked City Council for their support and interest.

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

Ms. Bateman Louis mentioned that her family has noticed various car transportation services parking and idling in the Library parking lot. Ms. Herrick Juarez stated that she will contact the Parking Department to handle the enforcement of this area.

Ms. Whitworth inquired about the electronic item statistics doubling from last year, and asked for a detailed breakdown of what those resources include. Ms. Herrick Juarez stated that she will follow up with Ms. Mapp to get additional information.

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

Ms. Whitworth reported that Ms. Herrick Juarez attended the February Friends of the Library Meeting to discuss the possibility of purchasing a five-bin automated sorter. The Friends of the Library approved \$15,000 to go toward the cost. Ms. Whitworth stated that this large sum of money is the equivalent to two years of book sale profits and stated that the Friends of the Library see the value in the staff time that will be saved because of the automated sorter.

Ms. Herrick Juarez thanked Ms. Whitworth and the Friends of the Library for supporting the purchase, stating that by purchasing and implementing the automated sorter, 40 hours of staff time will be saved every week, which will allow staff more time to assist and engage with patrons. She will be attending City Council and work with the Budget Department to determine the next steps and schedule installation dates. Ms. Herrick Juarez thanked Christine Roh, IT/Circulation Services Manager, for her help researching the cost of the sorter.

## **VI. EDUCATION ITEM**

Christine Roh, IT/Circulation Services Manager, attended the meeting to provide a demonstration of the new software, Novelist Select. This software update was purchased by the Friends of the Library. Novelist Select integrates Novelist with the Library catalog, which gives staff the ability to provide patrons with book suggestions in an easier, more intuitive way by providing only titles that are owned by the Library. The "Similar Titles" feature allows patrons to search for similar books by navigating through books with similar authors, writing style, and story elements, among others. Additional features of Novelist Select include book series order, Accelerated Reader reading level and Lexile level, and lists of award winning titles. Ms. Roh provided a demonstration of the integrated software and showed Board Members an informational video about how librarians choose suggested titles.

The Library Board thanked Ms. Roh for making this software update possible and working to integrate the two databases. Ms. Herrick Juarez thanked Ms. Roh for her hard work to get the site running and thanked the Friends of the Library for funding the software. Ms. Herrick Juarez stated that Ms. Roh will give a demonstration of Novelist Select at an upcoming Friends of the Library Meeting.

Ms. Bateman Louis inquired about an update regarding the timeline for auto renewal. Ms. Roh stated that most of the Library departments have upgraded to the web-based LS2 software, but there are additional areas that still need to upgrade fully. The Cataloging Department, which inputs new materials into the collection and handles the current collection, is continuing to work on fully upgrading to LS2. Auto renew currently doesn't have an official launch date.

## **VII. OLD BUSINESS**

Ms. McNulty stated that the One Book One Community event is coming up and the Education Foundation is interested in having William Kamkwamba, author of The Boy Who Harnessed the Wind, a book about a boy who created solar energy to power farms in Africa during a drought. By opening the event to students in various classes, such as engineering, the book topic could provide students a collaborative experience creating products that solve problems within their community. Ms. McNulty will notify the Library Board when the event dates are decided.

Ms. McNulty reported that Ms. Kmak attended the Literacy Night at McPolin Elementary, which informed faculty of the numerous services the Library offers for students. She stated that the principal is interested in having teachers tour the Library to see these resources. Ms. Herrick Juarez expressed interest and gave a reminder that teachers for the Park City School District receive a free Educator Card.

Ms. Herrick Juarez and Ms. Norman provided an update of the Two-Item Courtesy Checkout Pilot Program. Currently there are five users of this service who have filled out the application and checked out items. Three surveys were filled out by staff members based on their interactions with these patrons, which give additional information regarding housing and employment status, and why they're eligible for the Two-Item Courtesy Checkout. A common theme between each of the patrons was that they were temporarily staying with someone and did not have proof of residency in their name.

Ms. Schloesser reported that she had a return customer purchase a second tile for the Tile Mural Wall. Ms. Schloesser thanked Ms. Roh for her help with monitoring the tile purchases.

Ms. Bateman Louis mentioned that May 7<sup>th</sup> is Teacher Appreciation Day and Ms. McNulty mentioned that high school graduation is coming up, both of which are wonderful life events to purchase tiles.

**VIII. NEW BUSINESS**

No new business.

**X. OTHER/SUMMARY**

No other business was discussed.

**XI. ADJOURN**

Ms. McNulty made a motion to adjourn the meeting. Mr. Fry seconded the motion. Meeting adjourned at 1:09 PM.

**UPCOMING SCHEDULE**

The Park City Library Monthly Board of Directors Meeting will be held on Wednesday, April 17, 2019, from 12:00 PM until 1:30 PM in the Park City Library, Room 201, 1255 Park Avenue, Park City, Utah 84060.