THOSE IN ATTENDANCE:
Sarah Hall, Chair; Jess Griffiths, Vice Chair; John Fry; Chris Cherniak; Jane Osterhaus; Margie Schloesser; Brynn Bateman Louis; Bill Humbert; Kristy Hoffman; Nann Worel, City Council Liaison; Ann Whitworth, Friends of the Library Liaison

STAFF IN ATTENDANCE:
Adriane Herrick Juarez, Library Director; Kate Black, Library Board Secretary; Angela Dohanos, Technical Services Manager

I. ROLL CALL
Ms. Hall called the meeting to order at 12:05 PM.

II. APPROVAL OF MINUTES
05/20/20 Minutes: Ms. Osterhaus made a motion to approve the minutes. Mr. Cherniak seconded the motion, which passed unanimously.

III. COMMUNICATIONS AND DISCLOSURES FROM BOARD, LIAISONS, AND STAFF
Ms. Herrick Juarez said that the Library opened Monday, June 15th for limited study space and public computer use. The Library is continuing curbside pick-up as primary mode of book usage, as there is no browsing allowed yet. Patrons can use study space or a public computer for two hours. Staff remains in gloves and masks with Plexiglas barriers at sign-in spots. We are also restricting library usage to library card holders for the time being. So far, we have gotten a good response. The Park City Library is the first library to open on the Wasatch Front or Back—Summit County, Heber City and Salt Lake libraries are not open yet.

Mr. Cherniak inquired as to how many people have been utilizing these services, to which Ms. Herrick Juarez answered that we have had a soft open—a steady flow of people, but not overwhelming.

Ms. Herrick Juarez thanked the City Council for their approval of three new Board Members starting in July: Jennifer Adler, Seth Beal, and Bruce Kasanoff. Thank you to Mr. Griffiths and Ms. Worel for helping with these interviews.

Ms. Herrick Juarez interviewed the Executive Director of United for Libraries on her Library Leadership Podcast this month; everyone is welcome to take a listen as it pertains to how boards, friends groups, and foundations can support libraries.

Ms. Herrick Juarez said the State Library is starting to do some informational trainings during this time of COVID-19, as library statistics are shifting to include more digital and curbside numbers. This will likely mean that data points will begin to look different.

Ms. Herrick Juarez plans to apply for a grant called the Kline Community Impact Prize. This is a grant that sounds perfect for the Park City Library, and will be due in mid-July.

Ms. Schloesser asked if Library staff is still staggering scheduled work days. Ms. Herrick Juarez responded yes, staggering days seems to be working very well for our team. It is a way to keep each team a little safer—in case of exposure on one team, the other will not be exposed. We hope to continue this until we know what our next step will be. Mr. Cherniak asked if staff is healthy, to which Ms. Herrick Juarez responded yes, so far, everyone remains healthy.

Ms. Schloesser inquired about part-time staff, and what happened to their hours during COVID closure. Ms. Herrick Juarez said when the Library closed initially, part-time staff were at home and taking work when possible (full-time staff were engaged in their work). The City was still paying them even if there was some temporary down-time with little or no work. Now that staff is back in the building, part-time staff is working their regular pre-COVID hours, just on different days.
IV. DIRECTOR’S REPORT AND STATISTICS
Mr. Humbert mentioned that it sounds like the Library is currently quite busy. Ms. Herrick Juarez agreed and thanked the staff for all their hard work.

Ms. Herrick Juarez highlighted a few items from the Director’s Report: our numbers are high and staff is busy. Once curbside began, we circulated 1,500 items from May 4th to June 3rd, and we had around 200 questions to the Ask a Librarian feature on our website. Our databases are being well-used and our storytime numbers are high. We have been able to maintain a lot of services despite the pandemic.

Ms. Herrick Juarez announced that the Library received a grant award in the amount of a little over $1,500. This grant was designed to help the Library during COVID-19, and we are currently assessing where those needs are. We are considering things like laptops for check out, more wi-fi hotspots, and other resources people may need during this time.

Ms. Herrick Juarez gave updates regarding the 3D printers at the Library, which are now for public use. Kate Mapp, Adult Services Manager, is working on 3D printing for curbside. Ms. Herrick Juarez also mentioned that our Adult Programs via Zoom are doing well, and that we are getting excellent feedback. Katrina Kmak, Youth & Spanish Services Manager, facilitated Shane Burcaw’s Zoom program, which was an interesting online author discussion. Becca Lael, Community Engagement Manager, has been doing a great job of updating our constantly changing Library information, and getting word out via social media about what our latest services are.

V. FRIENDS OF THE LIBRARY REPORT
Ms. Whitworth provided updates about the Friends of the Library, including having held a Zoom meeting in June. They approved $2,700 worth of requests from the Library, including a large portion for Music on the Patio, which is a program now back on the schedule. The money also went to approving a writing class, which will likely take place virtually. The FOL has made no firm decision yet on how to dispose of used books at the Library, assuming an annual book sale will not take place this year.

Ms. Whitworth mentioned that Ms. Mapp set parameters to begin accepting donations again on June 18th. Donations will be accepted at the Library Thursday-Saturday, 11AM-1PM. Patrons will take their books to room 301 where they will be quarantined. Ms. Mapp is also training FOL Board Members on the Better World Books system, which is a second-hand book dealer that works with libraries.

Ms. Schloesser asked if the parameters around donations have changed, to which Ms. Whitworth replied that they have not. Mr. Humbert asked if kid’s books could be donated to school districts in the Mountain West. Ms. Whitworth replied that facilitating and implementing this donation process to schools is difficult, but it could be looked into.

VII. OLD BUSINESS
Ms. Schloesser gave a final update about the Tile Wall, as she will not be at next month’s meeting. We currently have 5-6 tiles, which will likely be shipped off in September. Ms. Herrick Juarez thanked Ms. Schloesser for all her work on the Library Tile Wall over the years.

VIII. NEW BUSINESS
Ms. Osterhaus made a motion to approve Mr. Griffiths as Chair Person for the Fiscal Year 2021. Mr. Cherniak seconded the motion, which passed unanimously.

Mr. Cherniak made a motion to appoint Ms. Bateman Louis as Vice Chair Person for Fiscal Year 2021. Mr. Fry seconded the motion, which passed unanimously.

Ms. Herrick Juarez thanked Ms. Hall for her service as Library Board Chair this year. Ms. Hall and Ms. Herrick Juarez both thanked the Board members rotating off this year, which include Mr. Cherniak, Mr. Fry and Ms. Schloesser. Ms. Herrick Juarez presented them each with a book dedication, which will be included in the Library’s collection. These three members are foundational to the Park City
Library, as they were there to champion the new renovation opening five years ago, and were instrumental for so many important policies over the last five years.

VI. EDUCATION ITEM
Angela Dohanos, Technical Services Manager, presented an education item detailing the Public Library Association Conference she attended in February. Highlights included a lecture on the importance of posting captions on social media posts as a help to patrons with sight or hearing aids, which the Park City Library has already implemented, and a session on maker stations and toy swaps, which the Park City Library has also done. Another highlight was a session on social worker internships in libraries—having a professional come in to the library to help patrons with job applications or provide other resources, like help in finding a therapist or help with grocery delivery.

Ms. Dohanos said the Library Leadership Team has set a goal this year of helping the community during the economic recession created by the pandemic. They set a goal to provide more resources and services.

Ms. Dohanos also met with a Tutor.com representative during this conference, and we have now implemented this database as a virtual resource (thank you to the Friends of the Library for their financial support). Tutor.com is accessible from the Park City Library website, and offers live tutoring sessions and professional resume help. We have already received excellent feedback from our patrons about this resource.

X. OTHER/SUMMARY
Mr. Cherniak mentioned that the state of Utah has been putting out different guidelines for operations under COVID-19 every few weeks. Currently, there are looser restrictions. There have been no guidelines for libraries, and so libraries have fallen under grey areas. Mr. Cherniak said our Library Director, Ms. Herrick Juarez, and staff are setting the bar for re-opening libraries across the state.

Mr. Cherniak also spoke about an event the Park City Library hosted a few years ago called Reading to End Racism. Mr. Cherniak spoke to the importance of holding another event like this soon. Perhaps we could hold an event once a month or so, and include readings to learn about anti-racism, as it is a very important and timely issue.

XI. ADJOURN
Ms. Osterhaus made a motion to adjourn the meeting. Mr. Humbert seconded the motion. Meeting adjourned at 1:10 PM.

UPCOMING SCHEDULE
The Park City Library Monthly Board of Directors Meeting will be held on Wednesday, July 15, 2020, from 12:00 PM until 1:30 PM in the Park City Library, 1255 Park Avenue, Park City, Utah 84060 or via publicly noticed online meeting, depending on the health restrictions at that time.