GENERAL UPDATES

Thank you to Park City Municipal Corporation for funding the following two items:

1. The Library applied for CARES Act funding through the City to cover a full Wi-Fi expansion throughout the building in the amount of $9,700, which was approved. Initially, the Library received CARES Act funds through the Utah State Library that covered a single expansion of Wi-Fi onto the patio outside of the coffee shop. However, there were a number of areas in and around the building that remained without Wi-Fi coverage, for which there was no funding. Thanks to the additional CARES Act funds we have now received from the City, the Library will have full Wi-Fi coverage in and around the building allowing us to spread people out across interior and exterior spaces for better service and social distancing.

2. Each member of the Library Staff received a set of “YakTrax” shoe traction devices. These provide stability on snowy and icy sidewalks. They go over employees’ shoes and provide grip on slippery surfaces, which will be helpful this season as we continue to provide curbside service. These come to us thanks to the City, as they want us all to be safe and secure as we walk around this winter.

On October 13, City Council approved funding for the Library to create a Spanish Services Senior Librarian position. This will provide a seat at the table on the Library Leadership Team for a professional to develop high-level collections, services, outreach, and advocacy for our Spanish-speaking and Latinx communities. The job posting has gone out on the City and Library websites, in the Park Record, across library job boards, and on social media. We couldn’t be more pleased for this opportunity to welcome a new member to our team to serve in this important role. Thank you, City Council – we will be introducing you to this new member of our staff in an upcoming Council Meeting, once hired.

The Park City Parking Department reached out to the Library to inquire about parking in the Mahwinney Lot across the street from the Library. The City’s Executive Office was looking for ways mitigate Old Town employee impacts as reconfiguration of Park Avenue will soon make most parking by residential-permit only. During COVID, the City would like to make the Mahwinney Lot usable by a small group of employees, by permit, and exempt from the 3 hour time limit. This would be a temporary measure to help employees become acquainted with, and get used to using, the City transit system. Once the Library re-opens the auditorium and community room for large events, the Mawhinney Lot permits will no longer be issued to employees as it is often filled to capacity for Library gatherings.

On October 6, Ms. Herrick Juarez was featured on the Park City Livin’ Podcast talking about the Park City Library and all of the services our organization provides: https://podcasts.apple.com/us/podcast/park-city-livin/id1528901691?i=1000493764672


The Library lost a very special Volunteer, Abbey Cordery, to cancer during the month of October. Abbey served as a volunteer at the Park City Library for many years helping with tasks of all kinds. She always had a warm smile and a kind word for everyone, and was willing to pitch in anywhere and everywhere to make the Library run smoothly. The Library Staff has taken up a collection to purchase a Donor Wall Tile in remembrance of our dear friend and volunteer. Abbey will be deeply missed.
ADULT SERVICES
The Library’s Action Book Club received a lot of interest from the community during the month of October. Kate Mapp, Adult Services Manager, is working on a couple of grant applications to help fund the Action Book Club for 2021. The book club and action bags are being promoted by the Park City Leadership Class 26 on November 13 for Park City Kindness Day. The Action Book Club creates community, celebrates reading, and encourages positive action during COVID.

Ms. Mapp participated in a Utah Humanities Book Festival facilitator survey. For the past 4 years, the Park City Library has worked with The Utah Humanities Council to bring in local, regional, and national authors during the Book Festival. Ms. Mapp intends to work with them next year for One Book, One Community events, as well.

Ms. Mapp, in partnership with the Community Engagement Manager and Technical Services Manager, facilitated staff training on Reader’s Advisory. Reader’s Advisory is a core service of librarianship and involves suggesting fiction and nonfiction titles to a reader through direct or indirect means. This is important especially now that the Library is closed to browsing and library staff helps patrons find materials over the phone, by email, and during curbside interactions. The Reader’s Advisory training was a refresher for staff to help them build confidence when working to find the right book for any patron. Ms. Mapp is working with the Youth Services Manager to develop an online form for patrons to fill out so that librarians can help match them with their next great read. When finished, this will be posted on the Library website and will be for all ages and interests.

In total, the Adult Services Department offered 6 online programs in October with 42 attendees tuning-in live. The Library’s author discussion with Pam Houston and Amy Irvine received 131 after-event downloads. Forty Action Bags were handed out in October as part of the Action Book Club.

IT & CIRCULATION SERVICES
Christine Roh, IT & Circulation Services Manager, worked with The Library Corporation (TLC), the Library’s circulation software provider, to implement an option for scheduling statistical reports to run automatically and be sent to librarians via email. This new automated process will be particularly useful in getting reports emailed to our book selectors each week to help them track missing or lost items that have been requested by patrons so that the librarians may reorder them, or trigger an Interlibrary Loan Request for the person making the request.

Thank you to the Friends of the Library (FOL) for purchasing a CircTrak inventory wand for the Library. Ms. Roh worked with one of our software providers, TechLogic, to set up the inventory wand during the month of October. This device will be utilized to scan items on a shelf and share information about whether all of the items on that shelf are checked in, in order, and correspond with database records. This will help staff locate missing items, make sure items are accurately checked in, keep the library in order, and make the inventory process easier and faster.

Ms. Roh worked with The Christian Center of Park City (CCPC) to create a procedure to issue cards for CCPC Clients who live in Park City but may not have proof of residence. CCPC will provide a letter to the Library for their clients in order that they may meet library card issuing criteria. This will allow them to get library cards and utilize Library services such as Wi-Fi and computers, as many are in need of job-searching resources.
TECHNICAL SERVICES
Angela Dohanos, Technical Services Manager, develops all staffing schedules for the Library. She has worked diligently in these past months during COVID to implement schedules that integrate curbside and modified services, meet the demands of the public, and continue to keep our staff supported and trained during this time of social distancing and increased safety measures. She helped plan and schedule the Reader’s Advisory Staff Meeting, via Zoom, which was appreciated by all. Ms. Dohanos is working to plan this year’s Staff Development Day, in cooperation with an internal committee, to serve as a day of professional development for all Library personnel. Staff Development Day is an annual event held on Veteran’s Day that is utilized for staff training, the sharing of ideas, and participation in sessions that provide broad understanding of the library profession and innovations in the field.

YOUTH SERVICES
In October, Katrina Kmak, Youth Services Manager, was interviewed by the Park Record to promote the Action Book Club. This program is for all ages and has been a positive part of instilling the idea of “good neighbors” across all stages of life. Ms. Kmak moderated the Pam Houston and Amy Irvine “Airmail” author talk. She attended a youth services digital presentation and discussion through the Utah Library Association (ULA) that included discussions about programming and how libraries are adjusting during the pandemic. Ms. Kmak conducted an outreach event with Summit County Community Gardens and handed out 100 craft bags that contained Library information. She also conducted storytimes for the Park City Cooperative Preschool throughout the month.

COMMUNITY ENGAGEMENT
The Community Engagement Department created marketing and promotions for the Action Book Club and recommend readings for the program. Becca Lael, Community Engagement Manager, created new COVID-19 signage for entry points into the Library. Ms. Lael continued to assist Christine Roh, IT & Circulation Manager, in the development of the Library website and has begun writing blog posts to be released for the website launch. Jodie Peatross, Community Engagement Assistant, organized a food drive for the Christian Center of Park City (CCPC) called “Curb Hunger.” This will allow Library patrons to donate non-perishable food items as part of our curbside service throughout the month of November, which will benefit the local food pantry.

TRAINING

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