

**THOSE IN ATTENDANCE:**

Brynn Bateman Louis, Vice-Chair; Jennifer Adler; Seth Beal; Bill Humbert; Bruce Kasanoff; Jane Osterhaus; Ann Whitworth, Friends of the Library Liaison; Nann Worel, City Council Liaison **EXCUSED:** Jess Griffiths, Chair; Sarah Hall, Kristy Hoffman

**STAFF IN ATTENDANCE:**

Adriane Herrick Juarez, Library Director; Becca Lael, Community Engagement Manager; Chris Roh, IT & Circulation Manager; Kate Black, Library Board Secretary

**I. ROLL CALL**

Ms. Bateman-Louis called the meeting to order at 12:01 PM.

**II. APPROVAL OF MINUTES**

*01-20-21 Minutes:* Ms. Osterhaus made a motion to approve the minutes. Mr. Kasanoff seconded the motion, which passed unanimously.

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

Ms. Herrick Juarez said that Kate Mapp, Adult Services Manager, would like help getting the word out about applications being accepted for the Library's Local Authors event, which will happen in August. These applications are due at the end of June.

Ms. Herrick Juarez mentioned that starting with this month's meeting, when we send out the monthly email with the current month's packet to Board members, we will also be detailing items for feedback and expectations for the meeting. Ms. Herrick Juarez also said that orientation tours for new Board members (and established Board members, if they wish) that were delayed due to COVID, can now resume.

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

Ms. Osterhaus asked what the Big Read program through the National Endowment for the Arts entailed. Ms. Herrick Juarez responded this is a grant program that Ms. Mapp has been working on. A joint proposal was written with CONNECT Summit County to provide mental health awareness. We are hoping to bring this program to Park City next year.

Ms. Bateman Louis inquired about the status of the book sorter. Ms. Herrick Juarez said that we had originally pieced together enough funds to buy the sorter, but there were also maintenance and contract fees to take into consideration that were beyond the Library's ability to fund.

Ms. Herrick Juarez said that the Library is now open for browsing, allowing 30 minutes per day of browsing to minimize crowding. Socially distanced computers, study rooms and tables are all open for 2 hours per day, as well. Curbside hours are now 2-5 PM each day, as there are still community members who cannot or would rather not come into the building to pick up holds. Ms. Bateman Louis asked if Katrina Kmak, Youth Services Manager, would be back to leading children's programs when the weather gets better, to which Ms. Herrick Juarez replied yes, as soon as the weather is warm enough, the Library is planning to go ahead with outdoor programs again. Ms. Whitworth asked if Sunday service would be coming back at some point, to which Ms. Herrick Juarez replied yes, that is in the planning stages.

**V. FRIENDS OF THE LIBRARY REPORT**

Ms. Whitworth detailed library requests that were granted by the Friends of the Library (FOL) in February and March: \$200 for the library guinea pigs, \$300 for marketing materials granting access to better/more diverse and current stock photos for social media use,

\$900 for Spring planters on the Lucky Ones patio, \$2,400 for the Music on the Patio outdoor programming starting this Spring and going into the Fall, and \$3,212 for Rapid Readers and the leasing of multiple copies of popular books now that the Library is back open for browsing.

The FOL is hoping they can hold their annual book sale this year and is now collecting many donations in preparation, as they have stopped shipping donations to Better World Books (which was the process during COVID when items could not be sold). The book sale is a wonderful fundraising opportunity for the Library, and beloved by the community.

Ms. Bateman Louis asked if the FOL had any numbers regarding revenue earned this year compared with other years, to which Ms. Whitworth responded yes, and that information can be brought and presented at next month's Board meeting.

## **VII. OLD BUSINESS**

Mr. Humbert informed the Board that the Sustainability/Green Committee, consisting of himself, Celia Peterson from the City's Sustainability Department, and Kate Mapp, met and talked about composting, the possibility of a seed library, and solar power options.

## **VIII. NEW BUSINESS**

Maddy Shear, Strategic Planning Consultant, joined the meeting to discuss the Library's strategic planning process, which is scheduled to be in development until June 2021. Ms. Herrick Juarez said the Library is asked to submit a 3-year plan for the state accreditation process.

Mr. Kasanoff remarked that our Strategic Plan process seems to be relatively short and wondered if we are missing opportunities due to this. Ms. Adler agreed with Mr. Kasanoff on this point. Mr. Beal also agreed, stating that we won't get a lot of community input with a June deadline, but community input and buy-in is necessary. Ms. Bateman Louis asked if an extension might be granted from the state, and Mr. Beal suggested moving forward with gathering community input even if the state cannot grant an extension.

Ms. Herrick Juarez agreed to ask the State Library for an extension on the Strategic Planning deadline, so as to have enough time to gather sufficient community input. There was general discussion about asking for double the allotted time, which would give the Library about 6 months for the survey process. Mr. Kasanoff, Ms. Adler, Ms. Osterhaus, Ms. Bateman Louis and Mr. Humbert volunteered for the sub-committee dedicated to developing the strategic plan.

## **VI. EDUCATION ITEM**

Christine Roh, IT & Circulation Manager, and Becca Lael, Community Engagement Manager, presented the new library website. Ms. Roh gave highlights and showcased various improvements, while Ms. Lael highlighted the new blog post section. Board members asked questions and gave feedback.

## **X. OTHER/SUMMARY**

None.

## **XI. ADJOURN**

Mr. Kasanoff made a motion to adjourn the meeting. Ms. Osterhaus seconded the motion. Meeting adjourned at 1:35 PM.

## **UPCOMING SCHEDULE**

The Park City Library Monthly Board of Directors Meeting will be held on Wednesday, April 21, 2021, from 12:00 PM until 1:30 PM in the Park City Library, 1255 Park Avenue, Park City, Utah 84060 – unless otherwise noticed.