

THOSE IN ATTENDANCE: Bill Humbert, Chair; Seth Beal, Vice Chair; Sharon Serpico Hanson; Brynn Bateman Louis; Ann Sowder; Debra Stafsholt; Patricia Stokes; Andrea Zavala; Ann Whitworth, Friends of the Library Liaison; Wanda Huffaker, Guest Presenter; Nann Worel, Park City Mayor **EXCUSED:** Tana Toly, City Council Liaison

STAFF IN ATTENDANCE:

Adriane Herrick Juarez, Executive Director; Angela Dohanos, Cataloging Services Manager; Kate Mapp, Adult Services Manager; Christine Roh, IT & Circulation Manager; Kate Black, Library Board Secretary

I. ROLL CALL

Mr. Humbert called the meeting to order at 12:01 PM.

II. APPROVAL OF MINUTES

10-12-22 Minutes: Ms. Zavala motioned to approve the minutes. Ms. Stokes seconded the motion, which passed unanimously.

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

Mr. Humbert announced Jennifer Adler's resignation from the Park City Library Board, as she is working with the state legislature, which is taking much of her time. She has provided valuable insight and we will miss her. We will post the vacancy for her seat in April as part of the regular application process.

Ms. Stafsholt said Lucky Ones is hosting their annual Pie Breakfast for the community on Thanksgiving morning and encouraged everyone to attend.

Ms. Serpico Hanson handed out shopping lists for items needed for the library's November Food Drive. The donation cut off is December 1st and it will be taken to the Christian Center Food Bank shortly after that.

IV. DIRECTOR'S REPORT AND STATISTICS

Ms. Herrick Juarez did not give any highlights from the Director's Report, as she wanted to leave plenty of time for the Education Item. Ms. Stokes mentioned that the Circulation of Physical Items, Electronic Items, and Circulation of All Items Totals and Year to Date within the Statistics don't add up. This was noted so that the spreadsheet error can be fixed.

V. FRIENDS OF THE LIBRARY REPORT

Ms. Whitworth said the Friends of the Library's (FOL) October Luncheon was one of their best with excellent attendance and a wonderful speaker, John Branch.

In October the FOL approved \$2,959 for costs related to the diversity audit portion of the library's strategic plan goals for this year; \$2,900 for pizza for Teen Group; \$390 for a Book Page subscription; \$3,500 for an annual cost-per-circ fund which implements a cost per circulation for eBooks and eAudio, helping to fill holds for electronic content and get popular items to our patrons right away; \$1,000 for a Sustainability Center refresh; \$150 for the teacher leading the Ancestry.com program in December; \$720 to continue Mindfulness Mondays. Ms. Whitworth said the FOL did well during Live PC Give PC, and folks can continue to contribute to that program through the end of the year. Ms. Whitworth also said they may have a new FOL Board Member joining the ranks, and thinks she provides fresh insight.

Ms. Herrick Juarez thanked the FOL for donating a table for library staff at the Author's Luncheon. A wonderful time was had by all.

Mr. Humbert asked if there will be a winter book sale, to which Ms. Whitworth and Ms. Mapp responded, saying yes, it will be held February 10th and 11th.

VI. OLD BUSINESS

Mr. Humbert noted that when subcommittees are meeting and have ideas for strategic implementation, it is good to have him and/or Ms. Herrick Juarez be a sounding board, as some decision making may have unintended consequences.

Ms. Herrick Juarez gave an update on the student cards subcommittee. Mr. Beal was able to help set up a meeting between the subcommittee and the Park City School District which led to a productive meeting where the Library's student card goal was discussed. The school district is open to this goal and loved the idea of library cards being available to students and teachers, especially as an option during enrollment with parent approval. Ms. Herrick Juarez and Ms. Roh met with the School District IT department to confirm that we would be able to add library card registration to school registration. We are currently working with TLC, the library's operating software, to find a way to differentiate which registrations are student cards and which are not.

Ms. Mapp gave an update on the intergenerational programming subcommittee. There have already been several intergenerational programs held at the library, including the Halloween Haunted Houses, the Tea Party, and the Costume Swap. Moving forward, we are planning events such as a puzzle swap, another Tea Party, and expanding the One Book One Community annual event to include a youth or teen book. They also met with the Parks Department and a contractor as part of a plan to create an intergenerational garden at the Library, which will be a companion to our Seed Library and will potentially live on the southwest side of the building. The idea is to have Eat PC and other local organizations help us with the garden and hold related classes and programs for all ages.

Ms. Stokes gave an update on the diversity audit subcommittee. As mentioned in the FOL Report, the library has purchased software to aid in the diversity audit. Ms. Stokes also reached out to the National Ability Center (NAC), and their manager will be coming to the library soon to do a walk through with an eye toward accessibility.

VII. NEW BUSINESS

Ms. Herrick Juarez congratulated Ms. Roh for having recently received her fifteen-year service award with the City.

Ms. Roh and Ms. Dohanos presented the Board with a report and recommendation regarding the library hours subcommittee's findings. For background, they noticed that when the library reopened after the initial COVID closure, evening hours were very slow and morning hours were often more crowded. Morning numbers were drastically higher. Lucky Ones does not have a door count, but their sales are also higher in the morning. They also looked at similar libraries in the area, and in other mountain towns. Based on this, they recommend shifting library hours to open at 9AM and close at 8PM (previously 10AM-9PM) Monday-Thursday; Friday-Saturday 9AM-5PM; and Sunday staying the same at 1PM-5PM. The Library will continue to be open 64 hours per week and will require no additional funding. The Library Leadership Team (LLT) met and approved this change last week, and they spoke with staff to get their feedback on procedural changes. If this recommendation passes, it will go to Council and be in effect for January 3rd, 2023.

Ms. Bateman Louis asked if this change will be temporary, to which Ms. Herrick Juarez responded, saying we can look at how it is going in 6 months, but we think it will be better than our old hours and we anticipate wanting to keep the new hours. Mr. Humbert asked which patrons are here in the last 8-9PM hour currently, to which Ms. Dohanos responded, saying we do have some regulars but not necessarily the same people every night. Mr. Humbert asked how we will let everyone know about the hours change, to which Ms. Dohanos responded, saying we will start posting eye-catching signs around, put notices on the website and social media, update physical doors, send a newsletter, and notify City departments and staff. The Board thanked Library staff for their work on this recommendation.

Ms. Stokes made a motion to approve the change of Park City Library hours as recommended by the subcommittee. Ms. Bateman Louis seconded the motion, which passed unanimously.

VIII. EDUCATION ITEM

Wanda Huffaker, Salt Lake County Public Services Librarian and Intellectual Freedom Specialist, presented an education item on book banning and The Library Bill of Rights, especially as it relates to and is relevant to Library Boards. Highlights include library policy being the best defense against challenges. Even if a library has a reconsideration policy it needs to be examined frequently for currency and relevance, it needs to be followed, and staff must be trained. A library can't change policy during a legal challenge. The Bill of Rights from the American Library Association (ALA) is best practice and guidance so libraries can make their own policies.

X. OTHER/SUMMARY

There will be no meeting in December.

XI. ADJOURN

Ms. Stokes made a motion to adjourn the meeting. Ms. Stafsholt 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, January 18, 2023, from 12:00 PM until 1:30 PM in the Park City Library, 1255 Park Avenue, Park City, Utah 84060. This meeting will be open to the public both in-person and electronically. If you wish to attend this meeting electronically, please contact the Library Board Secretary, Kate Black at kate.black@parkcity.org, prior to this meeting time to receive login information.