

THOSE IN ATTENDANCE: Brynn Bateman Louis; Seth Beal, Chair; Sharon Serpico Hanson; Bill Humbert; Ann Sowder; Debra Stafsholt; Patricia Stokes, Vice-Chair; Ann Whitworth, Friends of the Library Liaison; Andrea Zavala **EXCUSED:**

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

I. ROLL CALL

Mr. Beal called the meeting to order at 12:00 PM.

II. APPROVAL OF MINUTES

07-19-23 Minutes: Ms. Sowder noted that she is listed under both 'In Attendance' and 'Excused'; she was the latter. Ms. Stafsholt motioned to approve the minutes as amended. Mr. Humbert seconded the motion, which passed unanimously.

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

None.

IV. DIRECTOR'S REPORT AND STATISTICS

Ms. Herrick Juarez gave a few updates from the Director's Report. New staff positions have been approved for the library. Jodie Peatross has taken on the larger full-time role of overseeing event spaces, tenants, building issues, and tech. We were also granted a part-time program generalist to help support the programming team – we are about to hire for this. Because we were given two new roles, we were able to make some adjustments to the organization chart and create a Youth Services full-time library assistant, which we are interviewing for right now. We will also be hiring a part-time Community Engagement assistant to help Becca Lael, Community Engagement Manager, with her role. The City recently granted cost of living raises for all personnel.

Ms. Herrick Juarez thanked those who came to the Park City Seniors art exhibit last month, with a special congrats to Ms. Stafsholt for being featured. The Local Speaker Series is going well with attendance growing each event. Another great speaker is coming up next month. If anyone has suggestions of a community member they think would be great for this speaker series, please let us know.

Ms. Herrick Juarez noted the Library is working on safety management – we have a new user-friendly AED and are looking into all-staff CPR training.

Ms. Herrick Juarez said a summer staff-appreciation party was held for our team and their families, thank you to Chris Roh and Angela Dohanos for organizing.

Ms. Herrick Juarez said the BalletNEXT performances of *Don Quixote* and *Contemporary Works* were well received.

Ms. Herrick Juarez said September is Spanish Heritage Month and the Library will be celebrating. We will also be putting up the Community Ofrenda again for Dia de los Muertos.

There was general discussion of library stats numbers going up, and Mr. Hembrock mentioned that the Library had many press mentions last month. Ms. Serpico Hanson asked how the staff is handling the business, to which Ms. Herrick Juarez responded, saying the Library staff is amazing – we communicate at morning meetings and with radios throughout the day, adjust things when needed, and generally trying to stay upbeat.

Mr. Humbert asked if we are working on loss prevention with the Xbox being stolen recently. Ms. Herrick Juarez said we are working on this, but unfortunately the camera angles in that area of the library were not good. We are working with Mike McComb at the City as part of our Strategic Plan building evaluation to include more safety and security.

Mr. Hembrock asked if it would make sense to ask more next budget season to accommodate flow of traffic, which is twice the amount it used to be and growing. Ms. Herrick Juarez responded, saying we might need to ask for more staff, or reconfigure the space and workload with items such as a sorter.

Ms. Bateman Louis asked if there is an update on the childcare RFP. Ms. Herrick Juarez said Council has heard concerns about needs for childcare and are committed to having the space be dedicated to childcare, with a special consideration of childcare for the Park City workforce. A committee was formed and several proposals have been interviewed. The ultimate decision is a City Council process.

Ms. Bateman Louis said the Spanish movie every month is amazing and she is hoping we can promote this program in the Spanish immersion schools. Ms. Herrick Juarez confirmed that we will be doing this.

V. FRIENDS OF THE LIBRARY REPORT

None.

VI. OLD BUSINESS

Ms. Stokes gave an update on the Diversity Audit Subcommittee, which recently looked at ways to bolster the library's collection based on what they learned from the Baker & Taylor audit. They offer the following recommendations for FY24: purchase award-winners from the last five years; utilize Novelist to help support DEI lists; expand purchasing from publishers of color; make a purchase from a local bookstore called Under the Umbrella Bookstore; cull/weed present collection and retain any DEI books within the last five years; weed outdated items, such as books or items that refer to mental illness as a personality disorder or other items needing updated terminology. Weed no more than 10% of the collection total. For collection goals, the subcommittee has the following recommendations: growth in items having to do with Middle East and North African populations; mental health and addiction; authors of Hispanic or Latinx origin; Spanish language content (specifically how-tos addressing taxes and financial literacy).

Ms. Bateman Louis asked if there is a way we could put a disclaimer in front of books or items explaining their outdated/insensitive content – might some of these items be worth keeping for other reasons instead of weeding them? There was general discussion about research value of items, the library not intending to weed books based on opinions or issues, and libraries having perspectives on many sides. Ms. Herrick Juarez said labeling is not accepted by the ALA because it is hard to discern whose opinion is behind the label. Ms. Herrick Juarez said if there is inaccurate or patently not accepted (by today's standards) information, we would replace that item with an up-to-date version of the same resource which reflects the current science and research. For instance, if a diagnosis is no longer in the DSM, we are not going to represent something that says otherwise in the collection.

Ms. Herrick Juarez said we have a year to work out the details of the diversity audit—our team is working out where there are gaps, how to purchase to fill those gaps, and what items we already have which should be kept. Each item will be evaluated by a trained librarian. The Diversity Audit is a good road map for this.

Ms. Herrick Juarez gave an update on the Book Festival Subcommittee, which met recently to go over big picture outlines. The City Events Coordinator is going to be part of this discussion, as we don't want to conflict with timings and crowds within the City. There was discussion regarding attending another book festival to look at how it is put on elsewhere. The Book Festival Subcommittee is excited to bring back more information and possibilities to the Board.

VII. NEW BUSINESS

Ms. Dohanos went over the Collection Development Policy for review, the Reconsideration Policy for review, and the Reconsideration Form for review. All items have already been reviewed by Legal. There was general discussion of these items by the Board.

With minor grammatical edits, Ms. Serpico Hanson motioned to approve the Collection Development Policy. Ms. Zavala seconded the motion, which passed unanimously.

There was discussion regarding the Reconsideration Policy, especially whether the policy should include Residents, Non-Residents, or both. Ms. Stokes asked if we could make the policy apply to 'local residents' rather than 'library card holders' to try to avoid input from those outside of Park City. Ms. Herrick Juarez said the policy as is will require cardholders in good standing to come in in person and they will also need to talk to a librarian first, but if we feel it should only be 84060 residents, the policy will need to go back to legal to see if we can exclude the Non-Residents that pay the annual fee. This also applies to the Reconsideration Form—we will need to see about changing that to Residents only. There was general discussion regarding the Reconsideration Form, especially whether the full form must be completed to be reviewed.

It was decided that the Reconsideration Policy and Form will be revisited at the next meeting one Legal has come back with answers/feedback.

VIII. EDUCATION ITEM

Postponed.

X. OTHER/SUMMARY

None.

XI. ADJOURN

Mr. Hembrock made a motion to adjourn the meeting. Mr. Humbert seconded the motion. Meeting adjourned at 1:45 PM.

UPCOMING SCHEDULE

The Park City Library Monthly Board of Directors Meeting will be held on Wednesday, September 20, 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.