

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

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

## **I. ROLL CALL**

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

## **II. APPROVAL OF MINUTES**

*11-15-23 Minutes:* Ms. Stafsholt motioned to approve the minutes. Ms. Serpico Hanson seconded the motion, which passed unanimously.

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

Ms. Herrick Juarez announced that she will be attending the Library Learning Experience (LibLearnX) Conference in Maryland at the end of January. Ms. Herrick Juarez asked Board members to put the Library's Annual Report to City Council on their calendars for March 14; all are asked to attend if possible. The ribbon cutting for PC Tots will take place on February 6 at 5:30PM. At the suggestion of Ms. Sowder and Ms. Serpico Hanson, a community resource table will be installed outside of Room 101 to provide a way for community members to access information about public service resources, such as Peace House and the Food Bank. Ms. Whitworth asked about the date of this table being placed in that hallway as she wanted to make sure the February Booksale will not interfere. Ms. Herrick Juarez said the table can be moved as needed.

Mr. Beal announced that Mr. Humbert will step down from his Library Board role at the end of this year, as he and his wife are relocating to be closer to family. Mr. Humbert was thanked for his service on the Board and will be missed.

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

Ms. Herrick Juarez gave highlights from the Director's Report and Statistics, which are from November and December of 2023.

## **V. FRIENDS OF THE LIBRARY REPORT**

Ms. Whitworth gave an update from the Friends of the Library (FOL), which included November 2023 through January 2024. Approved funding included \$450 in November for the children's mindfulness class to extend through March, and \$500 in January to extend the same program through May. Approvals also included \$500 for general supplies for the upcoming Tea Party program in spring, which will be in its third year, and \$300 to support the Local Speaker Series throughout the rest of the fiscal year. The first FOL book sale of 2024 is coming up in February during Winterfest program activities. The book sale will be held Friday February 9<sup>th</sup> and Saturday February 10<sup>th</sup>. If you'd like to volunteer, please let Ms. Whitworth know—help with clean-up is especially appreciated.

## **VI. OLD BUSINESS**

The Strategic Plan subcommittees gave updates.

Ms. Herrick Juarez said the Book Festival subcommittee meets February 2. On February 5 she will meet with Kase Johnstun from Utah Humanities and the two other Wasatch Back Library Directors, Dan Compton and Juan Lee, to coordinate efforts for October 2024.

Ms. Stokes said the Diversity subcommittee will be having a meeting on January 19.

Mr. Beal said the Facilities subcommittee has a meeting today directly after the Library Board Meeting.

Mr. Beal gave an update from the Strategic Plan subcommittee, which recently sent out several user surveys. Ms. Lael said it was the first time using the Orange Boy platform for surveys, and the reach was good. There was general discussion of survey results, which were positive with several good points of feedback.

## **VII. NEW BUSINESS**

Ms. Herrick Juarez went over the Annual Report. FY23 statistics showed physical and electronic items checkouts and library visits reached new heights. The Annual Report is available on the library website at [parkcitylibrary.org](http://parkcitylibrary.org). The Strategic Plan review is detailed in blog posts on the Library website.

## **VIII. EDUCATION ITEM**

Ms. Lael gave a presentation about technology in the Santy Auditorium and how it has evolved over the last few years. The technology is now fixed after a recent replacement of equipment. She shared that professional projectionists are required to operate the tech in the booth, which is a good standard that provides excellent public service. Through all upgrades, the library room rental team did not turn anyone away for a Santy Auditorium rental.

## **X. OTHER/SUMMARY**

None.

## **XI. ADJOURN**

Ms. Stokes made a motion to adjourn the meeting. Mr. Hembrock seconded the motion. Meeting adjourned at 1:28 PM.

## **UPCOMING SCHEDULE**

The Park City Library Monthly Board of Directors Meeting will be held on Wednesday, February 21st, 2024, 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](mailto:kate.black@parkcity.org), prior to this meeting time to receive login information.