

GENERAL UPDATES

On November 11, the Library held its annual Staff Development Day, during which the entire staff engaged in professional development and training. Throughout the day, the team processed ideas, celebrated staff accomplishments, held discussions, and participated in in-depth learning.

Library Staff enjoyed holiday celebrations in December, including an annual Library holiday potluck. At this lunch, staff celebrated the year's accomplishments, enjoyed time together, ate, socialized, and laughed during a white elephant gift exchange. In addition, thank you to Park City Municipal Corporation for their annual holiday luncheon for City Staff, which was held in the Library Community Room and served by the Mayor, City Council Members, and City Administrators.

November Library Leadership Podcast episodes hosted by Adriane Herrick Juarez included *Harnessing the Power of AI: Collaboration, Community, & Communication* with Melissa Del Castillo and *Using VR to Highlight Library Collections* with Beryl White-Bing & Trina McCowan. December Library Leadership Podcast episodes included *Bridgebuilding in Libraries* with Jennie Garner, Shamichael Hallman, & Tara Susman-Peña and *Retaining Employees Through Stay Interviews* with James Pugh. All episodes can be accessed at <https://libraryleadershippodcast.com/> or wherever podcasts are found.

CATALOGING & COLLECTION SERVICES

November

Angela Dohanos, Head of Cataloging and Collection Services, spearheaded the planning of Staff Development Day 2024, which took place on November 11. She appreciated the work of her planning committee - including Kate Black, Circulation Team Lead, and Katrina Kmak, Youth Services Librarian - in preparing a day filled with big-picture thinking and team building. The library staff participated in a training called *Crafted Leadership*, a City-wide initiative that educated staff on showing leadership in day-to-day actions. The staff also trained on *Artificial Intelligence (AI) in Libraries* with Alan Ly, State Technology Librarian, and watched a documentary called *The Right to Read*, which shared the stories of an NAACP activist, a teacher, and two American families fighting to provide our youngest generation with the most foundational indicator of life-long success: the ability to read.

On November 7, Ms. Dohanos and Christine Roh, Head of Information, Technology, & Circulation, attended the Park City Council Meeting where approval was granted for a contract to be entered into to install a new automated materials handling machine (sorter) and new security gates at the Library. Both projects will move forward with installation dates in 2025.

Ms. Dohanos trained two new librarians on their collection development duties. As the new Adult Services Librarian, Ms. Broach began utilizing best practices for collection development while planning engaging community events. Ms. Santa Maria participated in training sessions with the Library's book provider, Baker & Taylor, to grow the Spanish offerings and she provided Bilingual and Spanish Storytimes and programs.

December

Ms. Dohanos and Ms. Santa Maria worked on the logistics for new Telehealth resources at the Library. They met with the Utah Telehealth Network and the staff from the Kearns Library to discuss service models. In the coming months, they will meet with the University of Utah, Intermountain Health, and the People's Health Clinic to prepare for a Health

Fair and a Telehealth Grand Opening. The library recently added health kits to the collections provided by the Utah State Library, which contain blood pressure cuffs, thermometers, and pulse oximeters.

In December, Ms. Santa Maria ordered new materials for the Spanish collections. The Library's current book provider has a limited selection of Spanish books, so she will explore options to order new books from Spanish-language publishing houses. She will also order Playaways, Wonder Books, and Launchpads in Spanish. Ms. Broach placed book orders focused on sustainability and expanded collections to serve the public's growing interests.

EVENTS & PUBLICITY SERVICES

November & December

Becca Lael, Head of Events and Publicity, wrote a draft Request for Proposals (RFP) for the Santy Auditorium upgrade which will use funds awarded from the Summit County Restaurant Tax. This RFP will be shared with the Library Board Stage Improvement Subcommittee and the Library's auditorium stakeholders.

Ms. Lael onboarded one full-time specialist and four part-time specialists in the Events & Publicity Department. These staff members were in general library services and began implementing events. In the future, they will put on a miniatures painting class, origami class, writing group, and more. Additional training included learning the fundamentals of early literacy and storytime methodology; thank you to Katrina Kmak, Youth Services Librarian, for providing this training. Finally, the full-time Events & Publicity Specialist was trained as a backup for event spaces to provide flexibility and continuity of service when other staff members are away.

Ms. Lael and Adriane Herrick Juarez, Library Executive Director, presented BalletNEXT with the *I Partner with My Library Award* in a national virtual ceremony celebrating our partnership's achievements.

Ms. Lael supported the Friends of the Library (FOL) with new posters in their bookstore area. Ms. Lael will help the FOL in this area and create a blog post to feature it on the Library's main page.

Event Space & Tenant Services

Jodie Peatross, Event Space & Tenant Coordinator, troubleshot auditorium technology that exhibited problems starting in the fall. Technicians will be on-site during Sundance to make needed repairs to the equipment in person.

Ms. Peatross began working with the City's Special Events Department to coordinate Sundance's needs. Activities will increase in January as festival film screenings begin at the Library. PC Tots installed an outdoor shed for their classroom supplies. Ms. Peatross assisted the tenant in obtaining the necessary approvals from the City. She will work with PC Tots to present a required annual review to the City Council before June 30, 2025, with a three-year renewal option.

Ms. Peatross worked on art-related projects with the City's Special Events Department. A damaged art panel in the coffee shop was repaired and installed, and the City's Public Art Advisory Board selected eight pieces for its initiative to install art in the Library's study rooms; these pieces will be delivered in January and installed in February.

Adult Services

Rylee Broach, Adult Services Librarian, hosted a *Local Authors Celebration*, where eight talented local authors connected with community members to showcase their books. Each author gave a presentation in the auditorium that fostered a greater sense of community, and Ms. Broach built valuable relationships with local writers at this event. She also participated in the City's *Electrify Your Community* sustainability event, where she demonstrated some of the Library's sustainability items, including an induction stove that she used to heat cider for attendees.

Ms. Broach visited the Summit County Community Clubhouse to discuss partnership opportunities, including a film screening on mental health in May. She also partnered with Meals on Wheels to distribute flyers about library services such as Kanopy and Libby to their clients. The Next Chapter Book Club concluded in December by reading Charlotte's Web.

In partnership with the Utah State University Extension program on Empowering Financial Wellness, the Library held a workshop on November 18 on *How to Build Your Credit and Increase Your Score*. On November 20, the Library hosted a program called *Green Reads: How the World Really Works*, presented by Vaclav Smil and Andy Hecht from Park City Community Foundation. The session focused on sustainability practices in Park City and offered participants an opportunity to connect and collaborate on ways to make a positive difference in the community. On November 27, the Library hosted Puzzle Races, where teams competed to complete a 300-piece puzzle the fastest. On December 21, the library held its first all-ages puzzle competition, with thirty-six participants giving positive feedback on this intergenerational program.

The November Local Speaker Series featured Roger Cox, a U.S. Marine Corps veteran who shared powerful experiences from his service, including in the I Corps in Vietnam in 1967. He also discussed his educational background in Forestry, Fire Science, and Economics. The December Local Speaker Series featured Edward Wald, a Park City-based composer known for his work in Neoclassical Minimalism; Wald performed original piano compositions while discussing music's emotional and well-being benefits.

Throughout November, the Library collected 223 heartfelt letters for veterans, which will be delivered to the Veterans Hospital in Salt Lake City. This is over 600% more than last year. The Library also held a candy drive to send to active military personnel worldwide, a popular drive after Halloween. Throughout December, in a continued effort to support local initiatives, the Library collected seventy-one letters from community members for seniors, which the Summit County Health Department picked up to distribute.

In November and December, the Library showcased *Inward Outside: The Artwork of Lyndsie Nash*, an exhibition highlighting the work of emerging artist Lyndsie Nash. She is known for her unique ability to capture the connections between people and nature. Nash blends realism and abstraction, using color, composition, and texture to express her subjects' depth of character.

Spanish Services

Flor Santa Maria, Spanish Services Librarian, provided storytime in partnership with the Community Foundation at a Live PC, Give PC Celebration Party at the Library on November 15 from 4 p.m. to 6 p.m. During the event, 1,378 community members enjoyed a scavenger hunt, a claw machine game, a photo booth, live music, and free food. It was a dynamic

and joyous event, and the library was pleased to be utilized as a gathering place for Park City's most significant annual day of giving.

Ms. Santa Maria provided Bilingual and Spanish Storytimes throughout November and December and attended several Latinx community events, meeting with various groups and associations to connect and explore options for partnerships and new events in the coming months. She met with the Wasatch Latino Coalition and with Diego Zegarra from the Community Foundation. In addition, Ms. Santa Maria attended the Welcome to Park City event with Ms. Lael, where hundreds of J1 and seasonal workers interacted with the Library at a table to learn about Library services and receive free books.

Ms. Santa Maria was also a guest at the Community Foundation and Wasatch Immigration Project called *Know Your Rights*, which took place at the Christian Center of Park City. This event highlighted the importance of being prepared for changes to immigration policies. It opened the door for the Library to host similar events in the future and act as a safe space where our Latinx community can feel welcome and secure.

The Library continued its partnership with PC Film, hosting *Cine en Español*, which screened eight short films from the *Cine de las Montañas Program* in Spanish or in English with Spanish subtitles.

Youth Services

Katrina Kmak, Youth Services Librarian, implemented a successful Stuffed Animal Sleepover in November. Seventy-five children brought stuffed animals and thirty Junior National Honor Society and National Honors Society volunteers assisted with various aspects of the event, taking photos of the stuffed animal adventures. Also in November, Ms. Kmak coordinated a Toy Swap, facilitating the exchange of gently used toys among community members to promote sustainable practices and encourage responsible toy consumption before the holiday season. The department partnered with Park City Film to bring *Wild Robot* to the Family Film Festival, providing a high-end film for the community's youth with 125 people attending.

In December, the annual Gingerbread Jimmi Gingerbread House Competition was held. Many high-quality gingerbread creations were submitted, and a select few were left for the community to view. Ms. Kmak welcomed a group of Soaring Wings teens for training on the YouRecord booth, a popular library amenity for this age group. She also visited City Hall to read stories to Kindergarteners as part of a City event in Council Chambers. Ms. Kmak facilitated the Library's partnership with BalletNEXT to offer a performance of *The Best of the Nutcracker* to an almost sold-out crowd. Popular films were screened over the school winter break in collaboration with Park City Film with *It's A Wonderful Life* kicking off the series.

The Events & Publicity Department held pop-up craft events on Saturdays with found treasures from the craft closet, providing programs with minimal cost and high impact; craft projects included coffee filter snowflakes and marshmallow/toothpick creations. A family-friendly *Noon Year's Eve* celebration was held on New Year's Eve with a countdown to noon, handmade noisemakers, a wish wall, various crafts...and a balloon drop. Over 250 people attended this annual event. The Library provided sleds at the Library Field to be enjoyed at any time by the community seeing weekends filled with families sledding at no cost and a welcoming library and coffee shop next door - the perfect combination.

INFORMATION, TECHNOLOGY, & CIRCULATION SERVICES

November

Chris Roh, Head of Information, Technology, and Circulation Services, worked with the City IT Department to update public library browsers and operating systems and thoroughly clean PCs. The department cross-trained staff on Interlibrary Loan (ILL) procedures to ensure prompt processing of these items. ILL is an excellent resource for patrons, allowing them to borrow items that may not be part of our collection from other libraries nationwide.

December

On December 10, Ms. Roh, Ms. Dohanos, and City IT staff held a project kickoff meeting for the automated materials handler (sorter) and the new security gates. The next few months will be spent preparing for installation, tentatively scheduled for March 2025. The department spearheaded the library staff's completion of the required OSHA safety training on physical safety in the workplace. Park City Municipal Corporation will switch to a new safety training system in 2025.

The department scheduled and proctored six student exams in December. The number of exams varies throughout the year but tends to be higher at the end of school semesters.

Two Gale resources were added to the [research and learn](#) webpage, highlighting the Utah Online Public Library's Create and Research resources.

TRAINING

Date	Topic	Participants	Total Contact Hours
December 2024	Database Training: Kanopy	All Staff	20
December 2024	City Safety Trainings	All Staff	10
December 2024	Baker & Taylor Training	Katrina Kmak, Angela Dohanos, Flor Santa Maria, Rylee Broach	4
		Total	34