

THOSE IN ATTENDANCE: Debra Stafsholt, Chair; Greg Hembrock, Vice-Chair; Marissa Day; Janet Smith; Patricia Stokes; Ann Sowder; Jo-Anne Ting; Andrea Zavala; Ann Whitworth, Friends of the Library Liaison; Heidi Matthews, Park City School District; Ed Parigian, City Council Liaison

STAFF IN ATTENDANCE: Adriane Herrick Juarez, Executive Director; Angela Dohanos, Assistant Director & Head of Cataloging & Collections; Christine Roh, Head of Information, Technology, & Circulation; Kate Black, Library Board Secretary

I. ROLL CALL

Ms. Stafsholt called the meeting to order at 12:01 PM.

II. APPROVAL OF MINUTES

Ms. Stokes motioned to approve the minutes from the Library Board Meeting on September 17, 2025. Ms. Ting 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 took questions regarding the October Director's Report, available at <https://parkcitylibrary.org/board/>.

There was general discussion of checkout and hold list statistics from Libby, and what it would take to eliminate holds lists. Ms. Smith went over program attendance numbers.

Ms. Herrick Juarez reported on the 2nd Annual Wasatch Back Book Festival. There were over 800 guests in 2 days. Thank you to everyone who helped and attended, with a special thank you to the Friends of the Library (FOL) for making Kevin Fedarko's presentation possible.

V. FRIENDS OF THE LIBRARY REPORT

Ms. Whitworth gave an update from the Friends of the Library (FOL). The Kevin Fedarko event had 194 attendees. It was a great program and a great speaker. Last week, the FOL approved a \$1,000 library request for an AI speaker series. Live PC Give PC is coming up and the FOL fundraising goal this year is \$12,000. The FOL is still working to fill 2 vacant seats on its Board.

VI. OLD BUSINESS

Mr. Parigian said there is no parking update yet for the new reconfiguration across the street, but that he is advocating for 50 parking spots for the library, which is the same as in the Mawhinney lot currently.

Subcommittee Updates:

Mr. Hembrock said the expansion subcommittee is moving ahead with researching book lockers. Extra staffing is not required. Currently, the subcommittee is getting together a list of costs.

Ms. Zavala gave an update from the Spanish Services subcommittee, including commending Ms. Santa Maria for her work as Spanish Services Librarian. The number of library visits and circulation of materials is going up in the Spanish community and with Spanish collections. The subcommittee will host a focus group.

Ms. Roh said the library app subcommittee met with a vendor, TLC, which presented options for a Park City Library app that seem flexible and offer many content options.

Ms. Stafsholt said the K-8 subcommittee is waiting on survey results, which will be presented at a future meeting.

VII. NEW BUSINESS

Ms. Roh presented a revised Circulation policy for review and approval. Ms. Stafsholt motioned to approve the revised Circulation policy. Ms. Stokes seconded the motion, which passed unanimously.

VIII. EDUCATION ITEM

Heidi Matthews, Park City High School Media Specialist, presented on the school's new media center, called "The Mine."

X. OTHER/SUMMARY

None.

XI. ADJOURN

Mr. Hembrock moved to adjourn the meeting, which Ms. Day seconded. The meeting was adjourned at 1:32pm.

UPCOMING SCHEDULE

The Park City Library Monthly Board of Directors Meeting will be held on Wednesday, November 19, 2025, 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.