

**THOSE IN ATTENDANCE:** Debra Stafsholt, Chair; Greg Hembrock, Vice-Chair; Marissa Day; Sharon Hansen; Janet Smith; Patricia Stokes; Ann Sowder; Jo-Anne Ting; Ann Whitworth, Friends of the Library Liaison; Ed Parigian, Park City Council Liaison

**ABSENT:** Andrea Zavala

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

## **I. ROLL CALL**

Ms. Stafsholt called the meeting to order at 12:00PM.

## **II. APPROVAL OF MINUTES**

Mr. Hembrock motioned to approve the minutes from the Library Board Meeting on February 18<sup>th</sup>. Ms. Stokes seconded the motion, which passed unanimously.

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

Ms. Sowder shared about her visit to Milan for the Olympics.

Mr. Parigian gave an update about the Senior Center project.

Ms. Herrick Juarez met with representatives of the Senior Center and proposed that we have them come to the Library Board Meeting in June to provide an Education item, to which the Board agreed.

Ms. Herrick Juarez said the Library's Annual Report to City Council is now scheduled for Thursday, April 9<sup>th</sup>.

Ms. Herrick Juarez said we are hoping to roll out the new City website in April, of which the Library is a part.

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

Ms. Herrick Juarez gave highlights from the March 2026 Director's Report, available at <https://parkcitylibrary.org/board/>.

Ms. Stafsholt asked when Park City Film is scheduled to renew its tenant contract at the Library, to which Ms. Dohanos responded that it will be toward the end of 2027.

Mr. Hembrock asked if the Park City Library has any items in braille, to which Ms. Herrick Juarez replied no, but that we have access to the Library for the Blind and Disabled in Salt Lake City. We can help sign people up to receive free braille books and/or audiobook machines sent right to their homes.

Ms. Hanson said she was impressed by the amount of staff training listed in the Board Packet for February. Ms. Stokes asked if the Stryker chair was used at the fire drill, to which Ms. Dohanos responded no, but it was checked during Sundance, and the Library will be doing another staff training soon.

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

Ms. Whitworth gave an update from the Friends of the Library (FOL), which included 2 approvals: \$7,054 to replace two AWE stations in the Children's area and \$500 for a party to kick off the Summer Reading program this year.

## **VI. OLD BUSINESS**

Subcommittee updates:

Ms. Dohanos gave an update from the Building subcommittee: the Santy lights have been fixed and are in use. We have hung one new curtain and are waiting for a replacement to arrive for the other. The City Project Manager is looking for a contractor to work on the Santy ADA access to the stage and other building changes, including moving the sound booth.

Ms. Dohanos gave an update from the Spanish Services subcommittee: the bilingual Spanish services survey went out and uses a QR code for ease of access. The bilingual Health Fair event will be in May. The Latino Arts Fest will be in June.

Ms. Roh gave an update from the Library App subcommittee: the paperwork for onboarding the new library app is finished. The app will be available in the app store and will store patrons' library cards so they don't have to have their physical cards; patrons will also be able to check out items using the app. The roll-out will likely occur in mid to late Spring. The AI education initiative sponsored by the Friends of the Library (FOL) is moving along with meetings and events planned for the summer.

Ms. Lael gave an update from the K-8 subcommittee: they are working on a new community survey, which is almost ready to roll out.

## **VII. NEW BUSINESS**

The Trust Fund policy was presented to the Board for review. This policy has been recommended for removal. It has not been updated since 2008 and is defunct, which means it is no longer relevant to our library. It detailed a donation procedure that has been replaced with direct donations to the Library or to the FOL.

Ms. Stokes motioned to withdraw the Trust Fund policy from Park City Library Policies and Procedures. Ms. Stafsholt seconded the motion, which passed unanimously.

## **VIII. EDUCATION ITEM**

Ms. Roh presented an Education Item on AI (Artificial Intelligence).

## **X. OTHER/SUMMARY**

None.

## **XI. ADJOURN**

Ms. Hansen moved to adjourn the meeting, which Ms. Stokes seconded. The meeting was adjourned at 1:11 pm.

## **UPCOMING SCHEDULE**

The Park City Library Monthly Board of Directors Meeting will be held on Wednesday, April 15, 2026, 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.