THOSE IN ATTENDANCE: Greg Hembrock, Chair; Janet Smith, Vice-Chair; Marissa Day; Sharon Serpico Hanson; Ann Sowder; Debra Stafsholt; Jo-Anne Ting; Andrea Zavala; Cathy Lannigan, Friends of the Library (FOL) Liaison **EXCUSED:** Patricia Stokes; Ed Parigian, Park City Council Liaison

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

I. ROLL CALL

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

II. APPROVAL OF MINUTES

Ms. Smith motioned to approve the minutes from the Library Board Meeting on August 19th. Ms. Ting seconded the motion, which passed unanimously.

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

Ms. Serpico Hanson shared an article from a local magazine, Neighbors Park City, which highlighted our Friends of the Library organization.

Ms. Herrick Juarez thanked the FOL, Library Board, and library staff for attending the annual social last month.

Ms. Herrick Juarez said the library is discussing with City Council aligning our room rental rates with the new community center's rates. We will still have affordable and free options for community members, but prices will likely go up for commercial rentals, as we haven't adjusted our prices to match other City rental spaces.

IV. DIRECTOR'S REPORT AND STATISTICS

Ms. Herrick Juarez highlighted the September 2026 Director's Report, available at https://www.parkcity.gov/library/about/library_board.php.

V. FRIENDS OF THE LIBRARY REPORT

Ms. Lannigan gave an update from the Friends of the Library (FOL). Four requests were approved at September's meeting. The Miner's Day Book Sale did very well, taking in just over $10,000. It was great to see the community connecting and expressing gratitude and appreciation for the library and the book sale. Thanks to Mr. Hembrock, who found volunteers who made a big difference.

Ms. Lannigan said Live PC Give PC is now a major source of income for the FOL, along with the 2 book sales, and is coming up in November.

Ms. Lannigan said Jean Daly is retiring and the FOL is purchasing a mural tile for her.

VI. OLD BUSINESS

Ms. Lael gave an update from the library building subcommittee: the committee met for the first time regarding celebrating 100 years of the building. They discussed having the event in late September 2027 with history and community discussions and a reception.

Ms. Dohanos gave an update from the exploring home delivery subcommittee: their meeting had to be cancelled due to illness in the group, but the committee is currently researching non-profits and exploring demand for home-bound delivery from the library.

Ms. Dohanos gave an update from the building expansion subcommittee: staff met with a designer for the 1st-floor event space and reviewed various options. If we keep the YouCreate Lab as is, the capacity would be too small for our programs. If we take a wall out

from the space, the capacity goes up to 200 people, which we think will be the best option so our programs aren't limited. PCMC's Project Manager is advising, and Ms. Day is helping apply for a technology grant. The Library also received a Community Library Enhancement Fund (CLEF) grant from the state that will go towards this goal. There is no set timeline for completing the project yet.

Mr. Hembrock gave an update from the strategic planning subcommittee: a survey is being developed and should be launching sometime in October. The committee drafted questions to get more information about who library users are which should help solidify ideas. The subcommittee will tie the survey results into the recent SWOT analysis.

VII. NEW BUSINESS

Ms. Dohanos brought an updated Damaged Materials Policy to the Board. The biggest proposed change is that we would no longer offer refunds for lost items. As it stands, we offer refunds to patrons who might find an item that they had already paid for, but the refund process is difficult, costly, and time-consuming. The Library's current timeline for items being marked Lost/Missing is 12 weeks, which includes 3 renewals and staff checking our shelves frequently for missing items, a fair amount of time for patrons to find items they checked out.

Mr. Hembrock motioned to approve the Damaged Materials Policy. Ms. Smith seconded the motion, which passed unanimously.

Ms. Herrick Juarez gave an update on the Library Tile Wall: Margie Schloesser, a former Board member who volunteers to run the Tile Wall process, let us know that tile costs are going up significantly. Ms. Herrick Juarez wanted to ask how Board members felt about increasing tile costs from $150 to $200 per tile. There are still about half the tiles on the mural available before the color picture is filled in. Board members raised no strong concerns about raising the cost per tile.

VIII. EDUCATION ITEM

Ms. Lael presented an education item on Summer Reading 2026.

X. OTHER/SUMMARY

Ms. Stafsholt said October 3rd is Summit County's Book Brigade and soft opening of their new building, and any Park City Library Board members who can attend are encouraged to do so.

Ms. Lael said the library will be having a Dolly Parton Memorial Day on 09/25 – 9 to 5 day.

XI. ADJOURN

Ms. Ting moved to adjourn the meeting, which Ms. Zavala seconded. The meeting was adjourned at 1:20pm.

UPCOMING SCHEDULE

The Park City Library Monthly Board of Directors Meeting will be held on Wednesday, October 21, 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.gov, prior to this meeting time to receive login information.