



AGENDA
Park City Public Library
Board Meeting
August 13th, 2026, 7pm

- 1) Call to order
- 2) Pledge of Allegiance
- 3) Roll Call
- 4) Approval of Agenda
- 5) Approval of Minutes
- 6) Treasurer's Report
 - a. Budget report
 - a. Updated with Jandrea
 - b. Bank Balance
 - c. 2027 State Grant in Aid approved
 - d. Derby bill for KOHA **vote**
- 7) Director's Report
 - a. Monthly statistics
- 8) Old Business
 - a. New hours started in August **information**
 - b. Paving & Striping update **information**
- 9) New Business
 - a. FOL Book Sale in September **information**
 - b. Board member resignation **information**
 - c. Attorney as needed offer **vote**
 - d. Staffing/Scheduling update **information**
- 10) Executive Session
- 11) ADJOURN

*The next meeting will be September 10th, 2026, at 7pm

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www.parkcitypubliclibrary.com

Minutes of Meeting:

DATE: 08-13-2026

The meeting was called to order at: 7:00 by Jason Brabander

Pledge of Allegiance: Julie Mills

Attendance (Roll Call) Kim Jantz

Scott Emonds	P	Mercedes Lubbers	P	Kim Jantz	P			Jason Brabander	P
Julie Mills	P	Cindi Salmans	P					John Lehnherr	A

(Use, present, Late, Absent)

Also present: no other attendees

AGENDA: Motion to approve Agenda was made by Mercedes Lubbers, Jason Brabander 2nd the motion, all ayes, 5-0.

Minutes:

Motion to approve minutes for July 9th regular meeting: Scott Emonds

Motion seconded by: Cindi Salmans

Motion passes: 5-0

Treasurer's Report:

- a) **P & L reports along with Syndeo payroll reports included in packet. Worked with Jandrea for a more comprehensive P & L report with percentages of money used and in budget.**
- b) **Bank Balance is currently: \$774,604.45**
- c) **Copy presented of approved 'State Grant-in-Aid' approval.**
- d) **Copy of Derby Public Library 'KanShare bywater annual Maintenance Fee' provided for information purposes.**

Director's Report: See details of report included in packet for August 2026.

- a) Packet includes monthly statistics for the Park City library up to July 2026.
- b) Kai taught a small class to the Senior Center on how the Libby app works.
- c) The KanRead event will be a 80's themed event on August 21st.

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- d) The apartments behind the library are starting to fill up with rentals, they have noticed the library and are coming in to get their library card and check us out for events and content.
- e) The End of the Summer Reading program was a huge success with many favorable comments about everything Park City library.
- f) Community Puzzle for Patrons started and will continue year-round due to its popularity.

Old Business:

- a) New hours started in August: Julie Mills gave an update on hours. She has found that more time might be needed for planned events.
- b) Paving and striping update: we have 4 handicap spots painted out. The company is very easy to work.

New Business:

- a) **Friends of the Library Book Sale** will be on Saturday, September 12th outside of the library from 10am to 2:00pm. Donations are all we ask for to take books. Kai will help as well as other library staff with books and taking money.
- b) **Board member resignations:** Two board member positions have come open to be filled. Julie will post on Facebook and other media outlets for applications to be considered.
- c) **Attorney as needed:** TABLED We will look into more information to hire an attorney-as-needed for legal questions that the library may have from time to time.
- d) **Staffing/Scheduling update:** The library will offer a full-time appointment to a part-time staff member currently working at the library. Also, Julie will look to hire 2 part-time staff members to fill in for odd/extra hours as needed.

Executive session: 8:05 pm – 5 mins to discuss library personnel matters.

Scott Emonds moved to authorize Julie Mills to sign the approval letter that was recommended for representation. Jason Brabander 2nd the motion, all approved.

Motion to Adjourn by: Jason Brabander

Motion second by: Cindi Salmans

Motion passes: 5-0

Time: 8:12 pm

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