



AGENDA
Park City Public Library
Board Meeting
September 10th, 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 / P&L
 - b. Bank Balance
- 7) Director's Report
 - a. Monthly statistics
- 8) Old Business
 - a. FOL Book Sale September 12th information
 - b. Board members needed discussion
- 9) New Business
 - a. SCKLS Grant for laptop & people counter information
 - b. Staff Training and Inservice day on October 12th information
 - c. KLA conference in October information
 - d. Hiring of relative exception vote
- 10) Executive Session
- 11) ADJOURN

*The next meeting will be October 8th, 2026, at 7pm

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AGENDA
Park City Public Library
Board Meeting
September 10th, 2026, 7pm

Minutes of Meeting:

DATE: 9-10-26

The meeting was called to order at: 7:01pm by Jason Brabander

Pledge of Allegiance: Julie Mills

Attendance (Roll Call): Mercedes Lubbers

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

(Use present, late, absent)

Also present: Terry Esmer as delegate for John Lehnherr, Larissa Modea

AGENDA: Motion to approve Agenda was made by Mercedes Lubbers, Jason Brabander 2nd the motion, all ayes, 6-0

Minutes:

Motion to approve minutes for Sept 10th regular meeting: Scott Emonds

Motion seconded by: Cindy Salmans

Motion passes: 6-0

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: \$737,985.33

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

- a) Packet includes monthly statistics for the Park City library up to September 2026
- b) The KanRead event was a 80s themed event on August 21st and had good turn out
- c) The end of the Summer Reading program was a huge success and data related to summer participation was included in the packet

Old Business:

- 1) Friends of the Library Book Sale: will be on Saturday, September 12th and was moved inside the library due to chances for rain. It will take place from 10am to 2:30pm. Donations are all we ask for to take books. Kai will help as well as other library staff with books and taking money.
- 2) Board Members Still Needed: Two board member positions have come open to be filled. Julie has posted on Facebook and other media outlets for applications to be considered.

- 3) Staffing/Scheduling Update: The library has hired and filled a full-time library aid and one part-time circulation clerk.

New Business:

- a) SCKLS Grant for Laptop and People Counter
 - a. Julie applied for the SCKLS automation grant and won a laptop computer and scanner for quick station computer and for Kai to take along to senior center classes.
 - b. The SCKLS sent out a bill for \$1400, but will send a check for \$727 reimbursement bringing the overall out of pocket total to \$673. There is also a potential to receive an additional \$50-60 back.
 - c. As a nonprofit we get canva for free and have saved \$30 a month.
- b) Staff Training and Inservice Day
 - a. The staff will be participating in a staff training and in-service day on October 12th, so the library will be closed.
 - b. Discussion to have this type of training and library closure 2x a year, to include training and library cleaning.
 - c. Larissa shared ideas on trainings she has seen done in other libraries
- c) KLA Conference in October
 - a. Larissa and Kai will be attending the KLA conference in October.
 - b. Larissa is on the KLA board as webmasters
 - c. SCKLS has programming to allow for free attendance
- d) Hiring of Relative Exception
 - a. Larissa's brother-in-law who lives in Kansas City has applied for a position at the library, but there is currently a nepotism clause.
 - b. The position looking to be filled is not urgent, the matter has been tabled
- e) **Executive Session:** 7:40pm – 20 minutes to discuss library personnel matters

Scott Emonds moved to authorize Larissa Modea as Interim Library Director with an increase in pay to \$20 an hour and the ability to hire another full-time or part-time role, if necessary, to accommodate for the transition and lost role with the transition. Jason Brabander 2nd the motion, all approved.

Motion to Adjourn by: Jason Brabander

Motion Second by: Scott Emonds

Motion passes: 6-0

Time: 8:27pm

Next Meeting: October 8th, 2026 at 7pm.