



LIBRARY DIRECTOR REPORT TO THE BOARD OF TRUSTEES

08/14/2020

STAFF ACTIVITIES

- 07/14/2020 Staff member Shauna Spencer represented the library at the meeting of the Wasatch Latino Coalition.
- 07/15/2020 Library staff member Stefenee Cook conducted two face-to-face book discussion for the Wasatch County Senior Book Club (10 AM) and Wasatch County Library Book Club (5 PM). The meetings were held in the library courtyard; attendees brought their own seating, and maintained 6-foot distance.
- 07/29/2020 I joined library staff to conduct the “End of Summer Parade” to mark the conclusion of the Summer Reading Program and hand out the final reading incentives. We are very grateful to Wasatch County Fire who joined us with two ambulances, the fire truck with the big ladder and huge flag of the United State of America, and emergency responders handing out firefighter hats to kids as they drove by the library’s parking lot. See a short video of the activities [HERE](#). Staff estimate over 100 cars drove through the parking lot in the parade with over 400 people attending.
- 07/31/2020 Library staff member Stefenee Cook coordinated the “Red Cross Blood Drive at the Library.” There were 29 pints collected with 29 people participating.

LIBRARY REOPENING & COVID-19

- On 08/10/2020 I received an email from a patron asking “What will it take for [the library] to reopen?” Attached is my direct response to the patron (I left all personally identifiable information blank because I did not get their permission to share the communication). This prompted me to update the posting on the website about the library closure, also attached.

TRAINING & PROFESSIONAL DEVELOPMENT

- 07/22/2020 I conducted a 1-hour online follow-up meeting with the State Library’s State Data Coordinator.
- 07/28/2020 I watched the archived webinar “Monday Minutes: Statistical Patron and Local Use” by ByWater Solutions.
- 07/30/2020 I watched three archived webinars presented by Wisconsin Valley Library Service:
 - “Having Unpleasant Conversations (During a Pandemic)”
 - “Communication Tips (While Wearing a Mask)”
 - “Tips for Dealing With Angry Patrons When Your Library Reopens”
- 07/31/2020 I attended the online meeting “Special Edition Friday Roundtable: A Conversation about Race and Diversity in Park City” organized by Park City Mayor Andy Beerman.

OUTREACH ACTIVITIES

- 07/14/2020, 07/21/2020, 08/04/2020 I assisted children’s librarian Sally Baird and librarian Robin Raines-Bond in outreach activities to target communities in Wallsburg (City Park) and Daniel (Wing Pointe Apartment Complex).
- 07/30/2020 I packaged two boxes of new children’s books donated by community members for the Wasatch Community Foundation.
- 08/11/2020 I attended the meeting of the Wasatch Latino Coalition.

ADMINISTRATIVE ACTIVITIES

- 07/07/2020, 07/28/2020, 08/04/2020 I attended the Heber City Council meeting (online).
- 07/08/2020, 07/15/2020, 08/05/2020 I attended the Wasatch County Council meeting (online).
- 07/10/2020 I coordinated the Library Board meeting.
- 07/21/2020 I attended the Wasatch County School District Board of Education meeting (online).
- 07/22/2020 I attended meeting “Public Library Directors in Utah” organized by the State Library (online).



- 07/29/2020 Teena Brown and Kacey Tate, librarians from the Grantsville City Library, visited our facility and met with me and other staff to talk about our integrated library system (Koha), which they also use, and best practices for cataloging, programming, services, policies and procedures.
- 08/05/2020 I met with a student of Wasatch High School who received two boxes of discarded/donated library materials to enhance the “Free Books Shelves” for students who cannot check out items from the school library.
- 08/05/2020 I met (online) with the director of the Grantsville City Library to discuss best practices as they explore adopting a fine-free policy for their library.

END OF DIRECTOR’S REPORT

Juan Lee

From: Juan Lee
Sent: Monday, August 10, 2020 11:51 AM
To:
Subject: RE: Library opening questions

Dear ,

Thank you for reaching out to talk about the library. Shortly after the library closed the facility to the public on March 17, we developed a plan to reopen the facility safely and sustainably. I have met periodically with library staff to ask, "When is the right time to reopen?" I have attended the regular updates from the County Health Officer to the County Council, and I have attended the updates from the Utah State Health Department Epidemiologist and the Governor's Office. I have met every month with the Library Board of Directors, and I have participated in the monthly meetings of Directors of Public Libraries in Utah. Also, I meet frequently with the Director of the Senior Center, who also use the same facility. The two main concerns I have are: (1) Our ability to provide a clean and safe environment every day for staff and the public. And (2) our ability to sustain this environment for a long time, given our limited resources. I am sorry to say that as of today, I do not have set a date for reopening.

The library has become a resource for exploration and a community-gathering place. A place to browse for materials of interest. A place to sit in comfort, to read, to study, and to meet other people. A place to access technology to conduct personal business, stay in contact with loved ones, and find content for leisure. A place to enjoy artistic performances and create memories. We believe that our community deserves a place where residents find materials and experiences that enhance the quality of their lives. Unfortunately, I do not feel at this time that the library can provide the services and space in a safe and sustainable manner.

We will continue to monitor the situation in our community, and we will continue working towards returning to normal. Please give me a call if you'd like to chat.

Sincerely,
Juan

Juan Tomás Lee, Director
he / him / his
Wasatch County Library
465 E 1200 S
Heber City, UT 84032
435-654-1511 ext 5
jlee@wasatch.utah.gov

-----Original Message-----

From:
Sent: Friday, August 7, 2020 11:00 PM
To: Juan Lee <JLee@wasatch.utah.gov>
Subject: Library opening questions

Mr. Lee,

First off, thank you very much for the curbside service! We have taken advantage of it countless times since it began. But I can't help but wonder, is there a plan for opening the library again? What will it take for it to reopen?

Thanks for your time,



WASATCH COUNTY LIBRARY

465 E 1200 S

HEBER CITY, UTAH 84032

435-654-1511

WWW.WASATCH.LIB.UT.US

August 10, 2020

WASATCH COUNTY LIBRARY CLOSURE UPDATE

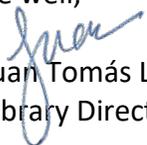
We hope that despite the difficult COVID-19 times we are all facing, you and your loved ones are having a fun and healthy summer.

The Library, as well as the Senior Center facility is still closed. We have not set a date for reopening the library building, but we continue to monitor the situation closely, particularly as it relates to the impact on public spaces, public gatherings, and best practices for library services.

We will continue to offer curbside delivery of library materials. You can request items directly from the [LIBRARY CATALOG](#) by using your library card number and PIN (last four digits of your phone). For more information [CLICK HERE](#).

Remember that with your library card, you have access to thousands of ebooks, downloadable audiobooks, streaming movies, and digital magazines through [OVERDRIVE](#) and [RBDIGITAL](#). Also, if you are working on your car, exploring family ties through genealogy, doing crafts, researching medical or legal questions, or searching local information in old Utah newspapers, take a look at the awesome databases in [UTAH'S ONLINE PUBLIC LIBRARY](#). Finally, for those of you helping K-12 students succeed, check out the premium resources maintained by the [UTAH EDUCATION NETWORK](#). Call the library 435-654-1511 Monday-Friday 10 AM – 6 PM and request the password for UEN's K-12 portal.

Be well,


Juan Tomás Lee
Library Director