



LIBRARY BOARD MINUTES

April 10, 2013

BOARD PRESENT: Amir, Brodsky, Brooks, Christman, Cotter, Dickerson, Lewis, Persaud, Ram, Reedy, Triebwasser, Watts

STAFF PRESENT: B. Parker Hamilton, Director, MCPL; Regina Holyfield, Recording Secretary

The Library Board meeting was convened by Chair Lewis at 7:05 p.m.

APPROVAL OF PREVIOUS MINUTES:

Minutes from the March 13, 2013 meeting were approved.

APPROVAL OF LAC APPLICATIONS:

The LAC member applications were approved unanimously.

DIRECTOR'S REPORT

- The renovation on the Gaithersburg Library is officially behind schedule. The Department hopes to gain access to the building in late September. Approximately eight weeks are needed after that to get it ready.
- If the renovation of the Olney Library remains on track, it will probably open prior to the Gaithersburg branch.
- A link to the webcam for the new Silver Spring Library building, scheduled to open in December 2014, was sent to the Board members.
- Next week is National Library Week and April 16 is National Library Workers day. All Board members were encouraged to visit a library on that day with an acquaintance that is not a library user and thank a staff member.
- MCPL staff met with Cara Lesser, founder of the Kid International Discovery Museum, about three weeks ago. There is synergy between MCPL and her efforts. They need a space to get started. One of their four to five concepts was a makerspace. MCPL offered them space in the special needs library (Davis) to use as a teaser to raise funds. MCPL is also working with Dan Hoffman, Chief Innovation Office. A second meeting is scheduled for April 22.
- MCPL will go before Council on April 18 at 2 PM. Responses to questions received from Vivian Yao, Council Analyst, have been reviewed by the Office of Budget and

Management. The questions include MCPL's Strategic Plan; the Facilities Plan; ebooks; staffing; and the Technology Plan.

- A training lab has been created in the Administrative Offices. There was a training lab at the Special Needs library. This new lab is a "mini branch" – it contains all the computers and equipment that staff use in the branch.
- The Department is creating an innovative, bull pen space for the Virtual Services staff that will include a white board, large screen monitor and collaboration space and equipment.
- MCPL is seizing the opportunity to formally help with the achievement gap. There is a very huge achievement gap in the public schools, and MCPL has the opportunity to make an impact. We will connect with the school system to learn what is happening this summer and what is going on in the schools so that MCPL can build on this in the libraries.

CHAIR'S REPORT

- Branch Tours and Council Visits
 - All tours have been completed with the exception of those with Councilmembers Navarro and Ervin.
 - The reports that have been remitted regarding the tours have been very helpful. Director Hamilton was thanked for having the branch managers submit written reports.
 - Board members were asked to submit any information that was not included in the reports submitted by the branch managers.
 - During the potluck dinner, Councilmember Floreen talked about the tour at Germantown Library.
 - Include the Correctional Facility in the tours for next year.
 - Last year the tours were more heavily attended by community members.
 - This year some of the Council tours were scheduled at the last minute, and it was difficult to get the community members out at a moment's notice.
 - The branch managers were complimented by the Library Board Chair for the good job they did during the tours.
 - In the future, the public announcement system can be used an hour before the visit to announce the Council member's visit.
 - An after action review will be held.
- All the Council visits have been scheduled.
 - Kim Persaud has been doing a great job keeping track of the visits and who will be participating in each.
 - The first Council visit, which was with Nancy Navarro, was thrilling. Ms. Navarro is excited about technology. She mentioned that she has heard nothing negative regarding the recommended budget for libraries. She talked about books in foreign languages and e-books.
 - The package used this year has been streamlined. The Council members now know the Board. The packets included information on the Libraries' budget and postcards in Spanish and English from Snapshot Day.
 - It really makes a difference when there is a community person at the Council visits.
 - New members were encouraged to attend the Council visits.
 - It is not too late to contact LAC members about attending the Council visits, and if they cannot come, they can call the hotline, write letters or send emails.
 - Councilmember Riemer asked for feedback regarding the budget; a response was submitted by the Wheaton LAC.

- Unified Petition
 - Present it at the hearing on April 18 to Councilmember Rice.
 - There are over three thousand signatures.
 - The online petition was not successful. If there is input regarding why it was not successful, please let the Board know.
- The Board will evaluate its activities and programs during the May meeting.
 - Members were asked to review the minutes from past LAC meetings. Determine what worked and begin planning for next year (i.e., if attendance was low, why?).

LAC AND BOARD ACTIVITIES WORK GROUP REPORT

- A save-the-date for the June 1 annual meeting will be sent to Board and LAC members.
 - A very strong “yes” was received from Montgomery College about using their Takoma Park facility for the meeting.
 - Council Vice President Craig Rice is the keynote speaker.
 - Schedule
 - Registration, meet and greet
 - Speaker
 - Break out session featuring a technology petting zoo
 - Maybe Virtual Services staff, volunteers, teens or a combination of all can conduct this zoo.
 - Someone from the Disability LAC could come to demonstrate some equipment.
 - Ask Mr. Rice to stay and converse and/or answer questions.
- Awards
 - Talk to the LACs about nominating someone for an award.
 - Michael Triebwasser will be included in the nominations process.
 - We need to diversify.
 - The plaque in memory of David Chiles is ready and is scheduled to be unveiled at White Oak Library. The date and time will be sent to the Board members.
- LAC Liaison Training
 - New liaisons, Kim Persaud and Michael Triebwasser, reported on their visits to Potomac, Twinbrook and Germantown libraries.
 - The tour of the branches for new members works well.
- Orientation of New LAC Members
 - The title has been changed from Orientation of New LAC Members to Basic Orientation.
 - The presentation consists of eleven slides.
 - The slides present the relationship from the top down – relationship with the Board and the entire Library system.
 - Once the approval of the full Board has been received, the slides will be posted in the website. Potential LAC members, current members and Board members will be directed to the website to review the information.
 - This presentation may be shown at the June 1 meeting.
 - It was suggested that a voiceover video be created to post on YouTube.
 - This should be an agenda item for LAC meetings.
 - The presentation has not yet been sent out to the full Board for feedback.
 - Deborah Brooks will send the presentation to the full board for feedback.

- It will be on the agenda for the May meeting.
 - Means of dissemination will be discussed.
- The LAC agenda template is being used.

NEW BUSINESS

- Jeanette Cotter has been invited to speak about Libraries at various County women's clubs.
- It was suggested that the Unified Petition kick off begin on Snapshot Day.
- The number of comment cards completed is in direct correlation with the number of volunteers.

VICE CHAIR/COMMUNITY LIAISON REPORT

- Snapshot Day
 - There has been some trouble accessing the Snapshot Day webinar.
 - Snapshot Day is usually the first or second Wednesday in October.
 - The comments collected during Snapshot Day are good because they are impressive to the Council members.
 - Paulette Dickerson will schedule an after-action meeting for the 2012 Snapshot Day.
- There are a number of community events in which the Board could participate: Poolesville Day, Pioneer Day, Olney Days, Taste of Wheaton, Farmer's Market in Olney, etc.
 - Please send any suggestions to Paulette Dickerson.

PUBLIC COMMENT:

None

ADJOURNMENT:

The meeting was adjourned at 8:50 p.m.

B. Parker Hamilton