



LIBRARY BOARD MINUTES

May 9, 2012

BOARD PRESENT: Amir, Brodsky, Cotter, Dickerson (via telephone), Jewell (via telephone), J. Lewis, O. Lewis, Neuman, Ram, Watts

STAFF PRESENT: Parker Hamilton, Director, MCPL; Regina Holyfield-Jewett, Recording Secretary

GUESTS: Aurora Sanchez (CRC LAC); Ai-Ling Louie (Bethesda LAC)

The Library Board meeting was convened by Chair Lewis at 7:10 p.m.

INTRODUCTIONS:

Chair Lewis thanked everyone for coming. The Board members, Library Advisory Committee members and Library Staff self-introduced.

Director Parker Hamilton and Nancy Benner, Rockville Memorial Library Branch Manager, met with Aurora Sanchez prior to the Board meeting to discuss the Children's Resource Collection (CRC). The outcome of the discussion was to merge the Rockville Memorial LAC with the CRC LAC. The group would still continue the focus of the CRC LAC which includes participating in community events with childcare providers and providing assistance to librarians during storytimes. Ms. Sanchez will begin working with Sue Unger to build up the membership of the Rockville Memorial LAC.

APPROVAL OF PREVIOUS MINUTES:

Minutes from the April 11, 2012 meeting were approved.

DIRECTOR'S REPORT

- Libraries is having a very robust Summer Reading program this year. The theme is "Dream Big – Read"
- The Department has a draft Technology Plan that is being reviewed by the Executive Offices. The draft Collection Plan should be ready by next week.
- Strategic and Facilities Plans
 - Director Hamilton reviewed the goals and objectives of each plan with the Board members and asked for feedback.
 - The feedback will be incorporated into the respective plans.
- The Strategic and Facilities Plans will be combined with the Collections Plan, Marketing Plan and Technology Plan to create one document to submit to the County Executive.

- The Department will begin to recruit to fill vacant position next week.
- Davis Library update
 - The Department of General Services is out reviewing the building.
 - The outside stairs leading to the meeting rooms need to be repaired; the stairway has been closed. Once repaired, the Fire Marshall will come to inspect.
 - Two consultants are on site working with the mold issue.

CHAIR UPDATE:

- Unified Petition Update
 - Although the petition signing did not go exactly as planned, it went well. There were 3422 signatures collected.
 - The plan was to deliver the signatures last week with much fanfare.
 - The petition was presented to Councilmember Rice just prior to the worksession; Mr. Rice began the session by displaying the petitions.
 - For those branches that had no signatures, the respective liaisons will work with the branch managers and LAC chairs in order to have 100% participation.
 - Each branch should have been able to get a least a few signatures.
 - Tables could have been set up in the branch with signage; the tables did not have to be manned.
 - Director Hamilton will follow up at the agency manager's meeting tomorrow.
 - If branches have signatures that were not submitted, they should still be sent.
 - Communication was an issue.
 - There will be an after-action review.
- Committee Examination and Review Board (CERB)
 - In the earlier part of the fiscal year, word was received that all Boards, Committees and Commissions were going to have to complete a form justifying their existence. Information being requested is the mission, county funding being used, past accomplishments and a plan for the next two years.
 - The form has been completed and is due to the County Executive's Office tomorrow.
 - Board members reviewed and approved the information included on the form.
- FY13 Budget Worksession
 - Chair Lewis thanked Director Hamilton for how the Council worksession was handled; it went very well.
 - It will be a challenge next year with both Gaithersburg and Olney branches scheduled to reopen. There will have to be funding for staff and collections for both facilities.
 - Director Hamilton thanked the Board and LAC members for their advocacy. She stated that it meant a great deal to have the Board members sitting behind her at the worksessions.
 - Councilmember Nancy Navarro was very complimentary to Director Hamilton and Library staff. Ms. Navarro is very knowledgeable about public libraries.

STANDING COMMITTEE REPORTS

Legislative and Public Affairs Committee

- Council Visits
 - The Council visits were very successful. There was an opportunity to meet with all Council members with the exception of Valerie Ervin, Nancy Navarro, Marc Elrich; the staff of these three Council members met with the advocates.
 - Board members attended the visits with representatives from the FOL.
 - All of the Council members stated that they were in support of the County Executive's recommended budget for Public Libraries.
 - More Board members are encouraged to participate next year.
- Legislative Day
 - A delegation organized by Kay Bowman, Bethesda Library Branch Manager, went to Washington, DC to visit with Congressman Van Hollen for National Legislative Day. The delegation met with Mr. Van Hollen's staff.
 - Joseph Eagan, Davis Library Branch Manager, also attended along with two Montgomery County Public School media specialist who spoke about the importance of school libraries.
- Branch tours
 - There has been some difficulty scheduling tours for Councilmembers Elrich, Ervin and Navarro. Efforts will be made again to schedule in the fall.
- Bethesda LAC
 - There is now an active LAC at Bethesda Library. Ai-Ling Louie will be working with Branch Manager Kay Bowman to recruit members.
- FY13 Budget Worksession
 - The Council's Health and Human Services Committee agreed with the County Executive's recommendations for MCPL's FY13 budget.
 - Councilmembers spoke about the future of the libraries.
 - There was a question from Councilmember Ervin regarding Sunday services at Long Branch Library.
 - Councilmember Riemer asked about the Youth Media Lab. It was reported that MCPL has not heard from the State regarding the grant request to fund the lab.
 - Councilmember Leventhal thanked the FOL and Board members for their efforts on behalf of Public Libraries.
 - Director Hamilton was thanked by Council for her excellent leadership.

Board and LAC Activities Committee

- LAC Awards
 - Ratings for the Ablard Award were very close. The Committee recommends that two awards be given in this category.
 - One awarded for new beginning and the other for consistency.
 - There were two submissions for the David Chiles Member of the Year Award that were excellent. The Committee recommends awarding two submissions in this category.
 - The Board approved awarding two submissions in both categories this year.
 - Wheaton and Damascus LACs will both receive the Ablard Award and Ralph Hitchens (Poolesville LAC) and Linda Pottern (Davis LAC) will receive the David Chiles Member of the Year Award.
 - An official announcement will be made in the next few days.

WEBSITE:

- Recommended keeping a document in archives for two years.
- The County website is also being refreshed.
- The sample slide show that is now at the bottom of the page, will be moved to the top if possible.
- The County's banner will run across the bottom of the page.
- The draft webpage was reviewed.
- Photographs and graphics can be uploaded to the page.
- A video of next month's award ceremony can also be uploaded.
- A Flickr account and Youtube channel can be created.
- Information can be pulled from the website created by Paulette Dickerson.
- Pictures of Council members visiting the libraries can be posted to the website.
- The LAC members can be asked to send in photos.

NEW BUSINESS:

- Format of the June meeting which will include the awards ceremony will be discussed via email.
- Maybe next year the Board can go back to having a conference.

LAC INFORMATION/LAC UPDATES:**LAC Applications**

The LAC member nominations were approved unanimously.

PUBLIC COMMENT:

None

ADJOURNMENT:

The meeting was adjourned at 9:05 p.m.

B. Parker Hamilton