

**Noyes Library Advisory Meeting
November 14, 2024 7:30p**

Called to order at 7:32p

Attendees: Katrin Sweeny (KS)(Manager); Lori McCarthy (LM), Amanda McCarthy (AM), Christine (Chris) Leahy (CL); Kavita Mohan (KM)(Board Liaison)

I. Introductions

II. Approval of Minutes from 9/12/24

- A. KS
 - 1. A few misspelled names
 - 2. Kate will fix
- B. Motion to approve (LM)
 - 1. Second (AM)
 - 2. Unanimously approved

III. Announcements (KS)

- A. Reminder: looking for a new LAC Chairperson and secretary
 - 1. Discussion of rules/policies/duties related to these positions

IV. Reports

A. Branch Manager (KS)

- 1. Staffing
 - a) Staffing is going well
 - b) New Librarian I is doing great and settling into their new role
 - c) 3 staff members
 - (1) Librarian II (full-time)
 - (2) Librarian I (20 hrs)
 - (3) PT Librarian asst. I (32hrs)
- 2. Programming
 - a) Location of programming is day-to-day due to weather
 - (1) Outdoor programming when weather permits
 - (a) Discussion re logistics of outdoor story time
 - i) Kate mentioned the staff is looking at way to improve the outdoor space
 - b) Daily programming
 - (1) Tu/Th Storytime
 - (2) W evening programming @ 6p
 - (3) STEM Saturdays 2x/mth
 - (4) Sat Storytime 2x/mth
 - (5) Discussion re: story time capacity
 - (a) Discussion whether kids are being turned away at story time because of space restrictions

- i) Not at Noyes; while space is always a concern the staff is able to make it work and accommodate all patrons

(6) Discussion re: Story Walk

- (a) Kate explained this is a Noyes Foundation program

- (b) Discussion of the relationship between Foundation and LAC/
Library Board

B. Board Liasion Report (KM)

1. Library Board Mtg 11/13/24

- a) Met new director (director started 11/4)

- (1) Working on budget

- (2) Met the team at Noyes

- (3) Spending first 90ds learning about the system and its needs

- b) Presentation from regional manager Steve Warrick re: programming and foot traffic

- c) Legislative update

- (1) Community conversation re: county budget

- (2) Elrich working budget which will be presented on 3/18

- (3) Pass along budget suggested to KM

- (4) Enrich is focusing on preserving library policies and funding

- d) LAC Working Group

- (1) Recruitment issues at many branches

- (2) Recruitment ideas

- (a) Joint LAC meetings; networking

- (b) Joint tabling event

- (c) KS- Silver Spring branch did a table event at a farmers market

- (d) Silver Spring Thanksgiving Parade

V. Old Business

A. need a Chair Person & Secretary

1. CL offered to be secretary

- a) Discussion on secretary's authority to facilitate meetings w/o a chairperson

2. AM offered to serve as chair person until the next Board year begins

3. LM moved to elect AM & CL as secretary; motion seconded by AM

- a) AM & CL unanimous elected to positions to which they were nominated

VI. New Business

A. CL asked about the overall role of LACs

1. KS clarified role and duties

2. KM mentioned LAC handbook

VII. Next Meeting: January 9, 2025 at 7:30p via Zoom

VIII. Adjourned 8:24p